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2003

# Annual Report

FOR THE TOWN OF

## LANDAFF, N. H.



Year Ending December 31, 2003



**Special Recognition to**  
**Doug Erb**  
**for his years of service as**  
**Landaff Voluntary Fire Chief**

He was born in Landaff and moved back to town in 1980. Doug served 18 years as Fire Chief. He served on the Board of Adjustment several years as well as in the role of Chair. During his tenure as Chief, he oversaw the old "Red Phone" demise and a phone call agreement with the Lisbon Town Dispatcher first, and later, with Twin State Mutual Aid Association. While he was Chief, the department made numerous upgrades to equipment as well as vehicles. The department received a donation of a thermal imaging camera in 2001 and qualified for a FEMA grant to upgrade personal protective gear for the entire department. Doug brought a major emphasis on training and a real sense of pride and unity to the Landaff Fire Department. Through the years the Town has struggled to maintain a Fire Department. Through his leadership and enthusiasm, Landaff has been able to sustain a viable, well-trained department with diverse individuals who share his goals.

We thank you, Doug, for all your hours of service and dedication to the Town of Landaff.

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# **Town of Landaff, New Hampshire**

## **ANNUAL REPORT**

### **of the Town Officers**

### **Year Ended December 31, 2003**

#### **TABLE OF CONTENTS**

Town Officers .....	2
Independent Auditor's Report .....	3
Town Meeting Warrant .....	4
Brief Description of Requesting Agencies .....	6
Budget - Revenues .....	8
Budget - Expenditures .....	9
Schedule of Town Property .....	11
Summary Inventory of Assessed Valuation .....	11
Statement of Appropriations and Taxes Assessed .....	11
Comparative Statement .....	12
Balance Sheet .....	13
Town Clerk's Report .....	14
Tax Collector .....	15
Treasurer's Report .....	18
Summary of Receipts .....	22
Detailed Statement of Payments .....	24
Summary of Payments .....	29
Cemetery Trustees .....	31
Trust Funds .....	32
Fire Department Treasurer's Report .....	33
Fire Department .....	35
Community Forest Fire Warden and State Forest Ranger .....	36
Constable's Report .....	37
Conservation Commission .....	38
Vital Statistics .....	39
Future Needs Committee Report .....	40
Annual School Report .....	43



## **TOWN OFFICERS**

### **Board of Selectmen**

Richard B. Basnar	(2005)
C. Bruce Ulricson	(2006)
Errol S. Peters	(2004)

### **Town Clerk**

Donna J. Bronson	(2004)
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### **Treasurer**

Mary H. Felton	(2004)
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### **Constable**

Edward Peterson	(2004)
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### **Overseer of Public Welfare**

Board of Selectmen

### **Tax Collector**

Donna J. Bronson (Appointed)

### **Selectmen's Secretary**

Donna J. Presby

### **Road Agent**

Thomas D. Smith

### **Fire Chief**

Douglas Erb

### **Moderator**

John Rice	(2004)
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### **Trustees of Trust Funds**

Francis Felton	(2006)
Donna J. Presby	(2004 Appointed)
Wendell Jesseman	(2004)

### **Supervisors of the Checklist**

Donna J. Presby	(2008)
Ernest Odell	(2004)
Brenda Dodge	(2006)

### **Planning Board**

Donna J. Presby - 3 Year Term	(2006)
Philip Finkle, Chairman	(2006)
John Rice	(2004)
Kenneth Smalley - 3 Year Term	(2005)
Brenda Dodge, Alternate	

### **Cemetery Trustees**

Mary Dodge	(2006)
Donna J. Bronson	(2004)
Brian Laleme	(2005)

### **Board of Adjustment**

Gregory Superchi	(2007)
Ronald Howard	(2004)
John Rice	(2004)
Francis Felton	(2005)
Donna J. Bronson	(2008)

### **Conservation Committee**

David Clement	(2006)
Lincoln Noble	(2006)
William Adam	(2004)
Richard Bronson	(2005)
Francis Felton	(2005)

### **Sexton**

Ernest Odell

### **Health Officers**

Board of Selectmen

### **Surveyors of Wood, Bark & Timber**

Gene Fitchett  
Frederick Erb

### **Fence Viewers**

Lewis Mardin, Jr.  
Harding Schofield

### **Pound Keepers**

Douglas Erb  
Dan Cavicchio  
Clifford Villeneuve



## PLODZIK & SANDERSON

*Professional Association/Accountants & Auditors*

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX-224-1380

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### *INDEPENDENT AUDITOR'S REPORT*

To the Members of the Board of Selectmen  
Town of Landaff  
Landaff, New Hampshire

We have audited the accompanying general purpose financial statements of the Town of Landaff, New Hampshire as of and for the year ended December 31, 2002 as listed in the table of contents. These general purpose financial statements are the responsibility of the Town's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The general purpose financial statements referred to above do not include the general fixed assets account group which should be included in order to conform with accounting principles generally accepted in the United States of America. As is the case with most municipal entities in the State of New Hampshire, the Town of Landaff has not maintained historical cost records of its fixed assets. The amount that should be recorded in the general fixed assets account group is not known.

In our opinion, except for the effect on the financial statements of the omission described in the preceding paragraph, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Town of Landaff as of December 31, 2002, and the results of its operations and the cash flows of its nonexpendable trust funds for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements of the Town of Landaff taken as a whole. The combining and individual fund financial statements listed as schedules in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the Town of Landaff. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

Plodzik & Sanderson  
Professional Association

February 6, 2003



## **TOWN OF LANDAFF 2004 TOWN MEETING WARRANT**

To the inhabitants of the Town of Landaff, in the County of Grafton, and the State of New Hampshire, qualified to vote on Town affairs:

You are hereby notified to meet at the Town Hall in said Landaff on Tuesday, the 9th day of March, 2004, the polls to be open 4:00 p.m. to 8:00 p.m. and at 7:00 o'clock in the evening, to act upon the following Articles:

**ARTICLE 1.** To choose all necessary Town Officers for the year ensuing.

**ARTICLE 2.** To see if the Town will vote to raise and appropriate the sum of \$120,000.00 for an addition to the Town Hall for additional office and storage space. This project is to be funded by using \$60,000.00 from 2003 anticipated surplus and authorize the Selectmen to borrow up to \$60,000.00 for a period of 5 (five) years at an anticipated interest rate (February 1, 2004) of 3%; and further to raise and appropriate \$13,800.00 for the first years principal and interest payment. The anticipated payback to be based on 2003 valuation.

		<b>Principal</b>		<b>Interest</b>	
\$ 60,000	2009	\$ 12,000	+	\$ 1,800	.70/M
48,000	2010	12,000	+	1,440	.68/M
36,000	2011	12,000	+	1,080	.66/M
24,000	2012	12,000	+	720	.64/M
12,000	2013	12,000	+	360	.62/M

(Recommended by the Selectmen. 2/3 Ballot Vote Required.)

**ARTICLE 3.** To raise such sums of money as may be necessary to defray Town charges for the ensuing year and make appropriations of the same:

Recommended motion: to see if the Town will vote to raise and appropriate the sum of \$393,274.00 to defray Town expenses for the ensuing year.

**ARTICLE 4.** To see if the Town will vote to raise and appropriate the sum of \$940.00 for North Country Home Health Agency. (By Request)

**ARTICLE 5.** To see if the Town will vote to raise and appropriate the sum of \$472.00 for White Mountain Mental Health Agency. (By Request)

**ARTICLE 6.** To see if the Town will vote to raise and appropriate the sum of \$600.00 for the Tri-County Community Action Program. (By Request)

**ARTICLE 7.** To see if the Town will vote to raise and appropriate the sum of \$1,570.00 for the Ross Ambulance Service. (By Request)

**ARTICLE 8.** To see if the Town will vote to raise and appropriate the sum of \$435.00 for the Hospice of the Littleton Area. (By Request)

**ARTICLE 9.** To see if the Town will vote to raise and appropriate the sum of \$500.00 for the Grafton County Senior Citizens Agency. (By Request)

**ARTICLE 10.** To see if the Town will vote to raise and appropriate the sum of \$383.82 for North Country Council dues. (By Request)

**ARTICLE 11.** To see if the Town will vote to raise and appropriate the sum of \$1,000.00 for the Lisbon Lions Club.

**ARTICLE 12.** To see if the Town will vote to raise and appropriate the sum of \$600.00 for the Lisbon Public Library. (Not Recommended by the Selectmen)

**ARTICLE 13.** To see if the Town will vote to raise and appropriate the sum of \$2,805.00 for the Lisbon Fast Squad. (Not Recommended by the Selectmen)

**ARTICLE 14.** To see if the Town will vote to raise and appropriate the sum of \$2,805.00 to establish a Landaff Life Squad.

**ARTICLE 15.** To see if the Town will vote to raise and appropriate the sum of \$142.40 for the American Red Cross. (By Request)

**ARTICLE 16.** To see if the Town will vote to raise and appropriate the sum of \$5,000.00 to be added to the Highway Equipment Capital Reserve Fund. (Recommended by the Selectmen)

**ARTICLE 17.** To see if the Town will vote to raise and appropriate the sum of \$5,000.00 to be added to the Fire Department Equipment Capital Reserve Fund. (Recommended by the Selectmen)

**ARTICLE 18.** To see if the Town will vote to raise and appropriate the sum of \$10,000.00 to be added to the Town Buildings Capital Reserve Fund. (Recommended by the Selectmen)

**ARTICLE 19.** To see if the Town will vote to raise and appropriate the sum of \$3,000.00 to be added to the Town's Revaluation Fund to be used by the Selectmen at their discretion for full or partial revaluation of Town properties. (Recommended by the Selectmen)

**ARTICLE 20.** To transact any other business that may legally come before the meeting.

Given under our hands and seal, this 9th day of March, in the year of Our Lord, Two Thousand and Four.

Selectmen of Landaff,  
C. Bruce Ulricson  
Richard B. Basnar  
Errol S. Peters



## **REQUESTING AGENCIES**

### **GRAFTON COUNTY SENIOR CITIZENS COUNCIL, INC.**

Grafton County Senior Citizens Council, Inc. is a private, nonprofit organization that provides programs and services to support the health and well being of our older citizens. The programs enable elderly individuals to remain independent in their own homes and communities for as long as possible.

During 2003, 16 older residents of Landaff were served by either the Littleton or the Haverhill area senior services.

- 110 balanced meals at one or both of the facilities.
- 1230 hot, nourishing meals were delivered to their homes.
- Landaff residents were transported to health care providers, grocery stores, etc., on 75 occasions.
- 33 visits by a social worker assisting with problems.
- Landaff volunteers put their talent to work giving volunteer time amounting to 143 hours.

The cost to provide services to Landaff residents in 2003 was \$9,677.85.

Request for 2004: \$500.00.

### **TRI-COUNTY COMMUNITY ACTION**

This agency is a private, nonprofit organization that provides assistance with fuel, housing needs, homeless programs, FEMA, and USDA surplus food.

In 2003, 109 Landaff residents received services. People receiving fuel assistance were 15; food pantry recipients totaled 29; state electrical assistance 10 households.

Request for 2004: \$600.00.

### **NORTH COUNTRY HOME HEALTH & HOSPICE AGENCY, INC.**

North Country Home Health and Hospice is well aware of the fiscal concerns facing most North Country towns. We have worked very hard and successfully in the last year to improve efficiencies and remain cost effective. Severe shortages in nurses, home care aides and other professionals continues to plague the home care field. Faced with severe staffing shortages, agencies have gone out of business and more than one million patients a year are going without essential home care services.

Home care is critical to the growing health care needs of this country. It provides care for the sick, disabled and dying in their own home where they can be provided the highest quality of life, the greatest amount of freedom possible and the highest degree of human dignity.

We assist people recuperating from surgery, individuals coping with chronic illnesses, and families and community members caring for loved ones and friends. Services provided to the residents of Landaff during 2003 were:

- 290 nursing visits
- 86 physical therapy/speech therapy
- 18 medical social service
- 541 visits for home health aide/homemaker/companion

TOTAL 935

Request for 2004: \$939.40.



## **HOSPICE OF THE LITTLETON AREA**

We provide supportive care in patients' homes, at Littleton Regional Hospital or in nursing homes to individuals and families coping with the advanced and final stages of illness. We also have a bereavement program. The Hospice provided bereavement service to one Landaff resident during 2003.

Request for 2004: \$435.00.

## **WHITE MOUNTAIN MENTAL HEALTH**

The Agency offers assistance to individuals with debilitating mental illnesses or situational crises. Our services allow individuals with disabilities to function as productive citizens. Assistance is given to the mentally ill through housing, jobs and all the functions of daily living.

Request for 2004: \$472.00.

## **NORTH COUNTRY COUNCIL, INC.**

North Country Council dues vary each year and are based on the latest population numbers from the office of State Planning and on the latest valuation numbers received from the Dept. of Revenue Administration. If your town would like the formula used please call our office.

Dues from 2003 were used in the following areas: community planning assistance, transportation planning, scenic byways program, grant writing/administrative projects, EDE planning activities, hazardous mitigation planning program, I-93 corridor study, and national flood insurance program.

Request for 2004: \$383.82.

## BUDGET OF THE TOWN OF LANDAFF - REVENUES

Acct No.	Source of Revenue	Estimated Revenue Prior Year	Actual Revenue Prior Year	Estimated Revenue For Ensuing Year
Taxes:				
3120	Land Use Change Taxes	\$ 500.00	\$ 0.00	\$ 500.00
3185	Timber Taxes	9,000.00	5,378.00	4,000.00
3186	Payment in Lieu of Taxes	5,000.00	5,819.00	5,000.00
3190	Interest & Penalties on Delinquent Taxes	4,500.00	3,501.00	3,000.00
Licenses, Permits & Fees:				
3210	Business Licenses & Fees	500.00	717.00	500.00
3220	Motor Vehicle Permits	55,000.00	61,198.00	60,000.00
3290	Other Licenses, Permits	1,500.00	1,665.00	1,500.00
From State & Federal Government:				
3351	Shared Revenue	4,410.00	4,424.00	4,425.00
3352	Rooms & Meals Tax	10,860.00	11,201.00	11,000.00
3353	Highway Block Grant	38,130.00	38,130.00	37,692.00
3359	Other (including RR Tax)	0.00	0.00	0.00
3379	From Other Governments	400.00	633.00	500.00
Miscellaneous Revenues:				
3501	Sale of Town Property	500.00	720.00	500.00
3502	Interest on Investments	3,000.00	1,457.00	1,500.00
3503	Other - Recycling	8,000.00	11,504.00	12,681.00
Interfund Transfers:				
3912	Special Revenue Funds	0.00	0.00	0.00
3915	From Capital Reserve Funds	0.00	0.00	0.00
3916	Trust Funds & Agency Funds	3,000.00	3,172.00	3,000.00
3934	Proc. from Long Term Bonds & Notes	0.00	0.00	60,000.00
Other Financing Sources:				
	Amounts Voted from Surplus	0.00	0.00	0.00
	Fund Balance (Surplus) Used to Reduce Taxes	0.00	26,300.00	60,000.00
Total Estimated Revenue		\$144,300.00	\$175,819.00	\$266,098.00

## BUDGET OF THE TOWN OF LANDAFF - EXPENDITURES

Acct No.	Purpose Of Appropriation	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing Fiscal Year Recommended
General Government:				
5130-5139	Executive	\$ 21,000.00	\$ 20,993.00	\$ 22,000.00
5140-5149	Election, Regs. & Vital Statistics	7,500.00	7,185.00	8,000.00
5150-5151	Financial Administration	12,000.00	14,192.00	13,000.00
5152	Revaluation of Property	2,000.00	0.00	0.00
5153	Legal Expenses	1,000.00	909.00	1,000.00
5155-5159	Personnel Administration	3,500.00	3,974.00	4,000.00
5191-5193	Planning & Zoning	1,500.00	980.00	1,500.00
5194	General Government Buildings	10,000.00	7,823.00	10,000.00
5195	Cemeteries	4,000.00	4,000.00	4,000.00
5196	Insurance	26,000.00	21,928.00	23,000.00
5197	Advertising & Regional Assoc.	1,450.00	2,763.00	2,500.00
5199	Other General Government	0.00	2,385.00	2,000.00
Public Safety:				
5210-5214	Police	2,500.00	2,540.00	2,500.00
5215-5219	Ambulance	3,045.00	3,057.00	7,180.00
5220-5229	Fire	13,000.00	10,000.00	17,000.00
Highways & Streets:				
5311-5312	Highway Administration	27,500.00	27,180.00	28,080.00
5313	Highway & Streets	54,500.00	44,568.00	58,920.00
5316	Street Lighting	700.00	548.00	700.00
5319	Other	2,000.00	0.00	0.00
Sanitation:				
5326	Solid Waste Disposal	24,150.00	24,463.00	22,275.00
Health:				
5414	Pest Control	300.00	100.00	300.00
5415-5419	Health Agencies	2,443.00	2,438.00	2,489.00
Welfare:				
5441-5442	Vendor Payments & Dues	2,030.00	865.00	2,030.00



## BUDGET OF THE TOWN OF LANDAFF - EXPENDITURES

Acct No.	Purpose Of Appropriation	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing Fiscal Year Recommended
Recreation:				
5520-5529	Community Field	2,000.00	2,200.00	2,200.00
5550	Library	500.00	500.00	600.00
5583	Patriotic Purposes	100.00	66.00	100.00
	Other Culture & Recreation	0.00	1,187.00	0.00
Conservation:				
5619	Other Conservation	100.00	50.00	100.00
Debt Service:				
5723	Interest on Tax			
	Anticipation Notes	1,000.00	0.00	1,000.00
	Princ. Long Term Bonds			12,000.00
	Interest on Long Term Bonds			1,800.00
Capital Outlay: Machinery, Vehicles				
5902	Buildings	0.00	0.00	0.00
5915	To Capital Reserve Fund	0.00	0.00	120,000.00
		17,000.00	22,000.00	23,000.00
Total Appropriations		\$242,818.00	\$228,894.00	\$393,274.00
Gross Expenditures for Ensuing Year:			\$393,274.00	
Gross Revenues for Ensuing Year:			266,098.00	
To be Raised by Taxes for the Ensuing Year:			\$127,176.00	

## SCHEDULE OF TOWN PROPERTY

Town Hall, Land & Buildings	\$ 127,300.00
Furniture & Equipment	35,000.00
Fire Department, Land and Buildings	32,700.00
Equipment	55,000.00
Highway Department, Land and Buildings	32,200.00
Equipment	140,000.00
Sewer Plant and Facilities	19,000.00
School, Land and Buildings	115,200.00
Equipment	45,000.00
Recreation Area	20,000.00
Total	<hr/> \$ 621,400.00

## SUMMARY INVENTORY OF ASSESSED VALUATION

Land	\$ 5,206,650.00
Buildings	13,275,450.00
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Total Gross Before Exemptions	18,482,100.00
Elderly Exemptions	25,000.00
	<hr/>
Net Valuation	\$18,457,100.00

## STATEMENT OF APPROPRIATIONS AND TAXES ASSESSED PER \$1,000.00

Town, School, State Ed and County	\$ 18,457,100.00 @ \$ 18.00	\$332,227.80
Town	\$ 4.63	
School	6.06	
State Ed.	5.46	
County	1.85	
	<hr/>	
	\$18.00	
Yield Taxes		6,367.46
Late Inventory Penalties		0.00
Total Taxes Assessed in 2003		349,398.26
Less Veterans' Exemptions		1,400.00
		<hr/>
Net Taxes Assessed		\$354,365.72

# COMPARATIVE STATEMENT OF APPROPRIATIONS AND EXPENDITURES

Fiscal Year Ending December 31, 2003

	Appropriated	Expenditures	Unexpended	Overdraft
5130 Executive	\$ 21,000.00	\$ 20,993.00	\$ 7.00	\$ 0.00
5140 Election, Registrations	7,500.00	7,185.00	315.00	0.00
5150 Financial Administration	12,000.00	14,192.00	0.00	2,192.00
5153 Legal	1,000.00	909.00	91.00	0.00
5191 Planning & Zoning	1,500.00	980.00	520.00	0.00
5194 General Government				
Building	10,000.00	7,823.00	2,177.00	0.00
5195 Cemeteries	4,000.00	4,000.00	0.00	0.00
5196 Insurance	26,000.00	21,928.00	4,072.00	0.00
5197 Advertising				
& Regional Assoc.	1,450.00	2,763.00	0.00	1,313.00
5199 Other General				
Government	1,000.00	2,385.00	0.00	1,385.00
5210 Police	2,500.00	2,540.00	0.00	40.00
5215 Ambulance	3,045.00	3,056.00	0.00	11.00
5220 Fire Department	13,000.00	10,000.00	3,000.00	0.00
5312 Highways	82,000.00	71,748.00	10,252.00	0.00
5313 Bridges	0.00	0.00	0.00	0.00
5316 Street Lighting	700.00	548.00	152.00	0.00
5319 Other	2,000.00	0.00	2,000.00	0.00
5324 Solid Waste Disposal	24,150.00	24,463.00	0.00	313.00
5414 Pest Control	300.00	100.00	200.00	0.00
5415 Health Agencies	2,443.00	2,438.00	5.00	0.00
5442 Vendor Payments & Dues	2,030.00	835.00	1,195.00	0.00
5520 Community Field	2,000.00	2,200.00	30.00	200.00
5550 Library	500.00	500.00	0.00	0.00
5583 Patriotic	100.00	66.00	40.00	0.00
5619 Other Conservation	100.00	50.00	50.00	0.00
5723 Interest on TAN	0.00	0.00	1,000.00	0.00
5915 Capital Reserves	17,000.00	22,000.00	0.00	5,000.00
Totals	\$237,318.00	\$223,702.00	\$ 25,106.00	\$ 10,454.00



**BALANCE SHEET**  
**as of December 31, 2003**

**ASSETS**

Cash	\$ 258,390.68	
Escrow Account	368.99	
Town Histories	963.37	
Petty Cash	40.00	
	<hr/>	
Cash in Hand of Treasurer		\$ 259,763.04
Receivables:		
Taxes		
Uncollected Taxes as of December 31, 2003:		
Levy of 2003	19,133.25	
Unredeemed Taxes as of December 31, 2001:		
Tax Lien of 2002	7,021.18	
Tax Lien of 2001	2,976.90	
Reserve for Doubtful Accounts	(1,200.00)	
Intergovernmental	12,681.10	
	<hr/>	
Total Receivables		40,612.43
		<hr/>
Total Assets		\$300,375.47

**LIABILITIES AND FUND BALANCE**

Liabilities:		
Accounts Payable	\$ 1,508.88	
Due to Landaff School District	117,235.00	
	<hr/>	
Total Liabilities		118,743.88
Fund Balances:		
Unreserved		180,299.23
Designated:		
Escrow Account	368.99	
Town Histories	963.37	
	<hr/>	
Total Designated		1,332.36
		<hr/>
Total Fund Balance		181,631.59
		<hr/>
Total Liabilities and Fund Balance		\$300,375.47

**TOWN CLERK'S REPORT**  
**January 1, 2003 to December 31, 2003**

**DEBITS**

Monies Received:

Automobile Registrations	\$ 61,198.00
Title Applications	242.00
Uniform Commercial Code Fees	145.00
Vital Statistics Fees	288.00
Dog License Fees: Town	503.50
Dog License Penalty	12.00
Dog License Fees: State	49.50
Dog License Fees: Neutering Fund	198.00
Filing Fees	25.00
Dump Stickers	17.00
Insufficient Funds	50.00

Total Debits	\$ 62,728.00
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**CREDITS**

Remittance to Treasurer:

Automobile Registrations	\$ 61,198.00
Title Applications	242.00
Uniform Commercial Code Fees	145.00
Vital Statistics Fees	288.00
Dog License Fees: Town	503.50
Dog License Penalty	12.00
Dog License Fees: State	49.50
Dog License Fees: Neutering Fund	198.00
Filing Fees	25.00
Dump Stickers	17.00
Insufficient Funds	50.00

Total Credits	\$ 62,728.00
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Respectfully submitted,  
Donna J. Bronson  
Town Clerk

Town Clerk Hours – Tuesday 9-11am, 5-7pm

# TAX COLLECTOR'S REPORT

For January 1, 2003 to December 31, 2003

## DEBITS

	2003	2002
Uncollected Taxes Beginning of Year:		
Property Taxes	\$ 0.00	\$ 77,112.09
Yield Taxes	0.00	1,289.82
Taxes Committed This Year:		
Property Taxes	349,398.26	0.00
Yield Taxes	6,367.46	0.00
Overpayments:		
Property Taxes	1,091.35	221.40
Property Tax Interest	0.00	21.66
Interest Collected on Delinquent Taxes:		
Property Taxes	317.49	1,034.75
Yield Taxes	0.00	122.45
Cost Before Lien:	0.00	102.00
Cost of Lien:	0.00	364.00
Insufficient Funds:	0.00	25.00
Total Debits	\$ 357,174.56	\$ 80,293.17

## CREDITS

Remittance to Treasurer:		
Property Taxes	\$ 330,932.47	\$ 70,523.61
Yield Taxes	6,367.46	1,289.82
Interest – Property	317.49	1,056.41
Interest – Yield	0.00	122.45
Cost Before Lien	0.00	102.00
Cost of Lien	0.00	364.00
Conversion to Lien	0.00	6,682.83
Insufficient Funds	0.00	25.00
Abatements Made:		
Property Taxes	360.36	0.00
Deeded to Town		
Property Taxes	63.53	127.05
Uncollected Taxes as of December 31, 2003	19,133.25	0.00
Total Credits	\$ 357,174.56	\$ 80,293.17

Respectfully submitted,  
Donna J. Bronson  
Tax Collector



## SUMMARY OF TAX LIEN ACCOUNTS

For January 1, 2003 to December 31, 2003

### DEBITS

	2002	2001	2000
Unredeemed Liens Beginning of Year		\$ 6,044.88	\$ 6,559.04
Liens Executed During Fiscal Year	\$ 7,486.71	0.00	0.00
Interest & Cost Collected After Lien Execution	32.92	744.14	1,227.36
Total Debits	\$ 7,519.63	\$ 6,789.02	\$ 7,786.40

### CREDITS

Remitted to Treasurer:			
Redemptions	\$ 465.53	\$ 2,899.27	\$ 6,285.65
Interest & Cost After Lien	32.92	744.14	1,227.36
Liens Deeded to Town	0.00	168.71	273.39
Unredeemed Liens as of December 31, 2003	7,021.18	2,976.90	0.00
Total Credits	\$ 7,519.63	\$ 6,789.02	\$ 7,786.40

Respectfully submitted,  
Donna J. Bronson  
Tax Collector

# UNCOLLECTED PROPERTY TAXES

as of December 31, 2003

	2003	2002	2001
Arsenault, Richard and Diane	\$ 171.60	\$	\$
Berry, Catherine Ann	926.59		
Blanchette, Gene and Valerie	335.32		
Blay, William and Cheryl	597.60	629.37	66.34
Blodgett, Arthur E. and Jeanette	607.61		
Bousquet, Lester and Sandra	678.60		
Browne, Albion	242.40		
Burgess, Edward J.	1,188.00		
Burgess, Edward J.	261.00		
* Burris, James	615.07		
Chase, Jr., Preston and Karla-Marie	1,681.20		
* Currier, Stanley P.	17.87		
* Currier, Stanley P.	30.37		
* Currier, Stanley P.	11.39		
Dennett, Sr., John J. and Virginia May	1,254.60	782.27	
Dodge, Donald F. and Ann M.	511.20		
* Gregory Trust, Grace	219.37		
Hatch, Richard and Joanne	946.80	829.14	
Houston, Glenn C.	49.86	102.46	100.00
Houston, Glenn C.	216.13	300.24	291.77
* Kimber, Valerie	1,423.99		
Larcomb, Charles	1,536.47		
* Lobdell, Raymond	39.97		
McGuire, Mark J.	230.25		
McGuire, Mark J.	647.24		
Olive, James R.	5.33		
Olive, James R.	3.65		
Olive, James R.	49.88		
* Ouellette, Graig and Debra	104.42		
* Roberts, James E.	5.14		
* Roberts, James E.	6.47		
* Roberts, James E.	101.53		
* Roberts, Sarah M.	60.00		
* Roberts, Sarah M.	54.91		
Santy, Robert	1,333.80	1,360.97	1,321.77
* Springhetti, Dennis J.	21.78		
Steckerl, Andrea and Lauren S.	55.94	84.87	
Steckerl, Andrea and Lauren S.	1,607.40	1,607.36	
Steckerl, Andrea and Lauren S.	82.80	92.28	
Steckerl, Andrea and Lauren S.	268.20	276.52	268.74
Steckerl, Andrea and Lauren S.	67.50	77.09	74.75
Steckerl, Andrea and Lauren S.	365.40	373.12	362.51
Steckerl, Andrea and Lauren S.	498.60	505.49	491.02

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Totals	\$ 19,133.25	\$ 7,021.18	\$ 2,976.90
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\* denotes taxes paid after due date

# TREASURER'S REPORT

## January 1, 2003 - December 31, 2003

Balance January 1, 2003:

Checking Account	\$ 85,875.18
Escrow Account	365.63
Town History Account	705.43
Connecticut River Bank	60,318.25
Laconia Savings Bank	<u>63,556.47</u>

\$ 210,820.96

Donna Bronson, Town Clerk:

Dog Licenses – Retained	503.50
Dog Licenses – State	49.50
Dog License – Penalty	12.00
Neutering Fund	198.00
Dump Stickers	17.00
Filing Fees	25.00
Motor Vehicle Permits	61,198.00
Title Applications	242.00
Uniform Commercial Code	145.00
Vital Statistics	288.00
Insufficient Funds Check Fee	<u>50.00</u>

Total Town Clerk

62,728.00

Donna Bronson, Tax Collector:

2003 Property Tax	330,932.47
2003 Property Tax Interest	317.49
2003 Yield Tax	6,367.46
2002 Property Tax	77,206.44
2002 Property Tax Interest	1,056.41
2002 Yield Tax	1,289.82
2002 Yield Tax Interest	122.45
2002 Cost Before Lien	102.00
2002 Cost of Lien	364.00
2002 Tax Lien Redeemed	465.53
2002 Interest & Cost	32.92
2001 Tax Lien Redeemed	2,899.27
2001 Interest & Cost	744.14
2000 Tax Lien Redeemed	6,285.65
2000 Interest & Cost	1,227.36
Insufficient Fund Fee	<u>25.00</u>

Total Tax Collector

429,438.41

Planning & Zoning:

Ray Lobdell – Lot Line Adjustment	\$ 125.98
Michael Tragner – Lor Line Adjustment	336.18
Harold Derosia – Current Use	12.50
Reginald Lavoie – Current Use	12.50

Sub-Division Fees:

Jeff Elliot	103.00
Coventry Homes	25.00
M. Ransmeier-Stebbins & Boitz	116.10
Jessie Hodge	132.78

Total Planning & Zoning \$ 864.04

Trustees of Trust Funds:

Cemetery Use	372.76
School Use	62.37
Town Use	2,737.19

Total Trustees of Trust Funds 3,172.32

State of New Hampshire:

Highway Block Grant	38,130.25
Revenue Sharing	4,424.00
Rooms & Meals	11,200.60

Total State of New Hampshire 53,754.85

U. S. Government:

In Lieu of Taxes	5,819.00
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Total U. S. Government 5,819.00

Refunds:

U.S. Treasury – Tax Refund	150.09
Landaff School District – Town Report	500.00
Liberty Mutual – W.C. Audit	21.00
Acadia Ins. – Ends.	134.00
Landaff School District – Sealing Driveway	132.88

Total Refunds 937.97

Rental of Town Property:

Wendy Richardson – Town Hall	50.00
Claudia Lavoie – Town Hall	70.00
Archery Shoot – Town Hall	25.00
Lisbon Stump Jumpers – Town Hall	50.00
Mount Hope Grange #77 – Town Hall	150.00

Total Rental of Town Property 345.00



Sale of Town Property:

Aristotle, Inc. – Voter List	75.00
N.H. Republican Party – Voter List	15.00
Town Histories	250.50
Copy of Deed	5.00
Ekolott Farm – '69 Fire Truck	100.00
Errol Peters – Sealing Driveway	<u>275.00</u>

Total Sale of Town Property \$ 720.50

Miscellaneous Revenue:

Woodsville Guaranty – NOW A/C Interest	236.78
– Bounced Check Fee	(6.00)
– Deposit Books	(-42.50)
Connecticut River Bank – Interest	587.54
Laconia Savings Bank – Interest	633.14
Town of Lisbon – Recycling Revenue	10,169.00
Mark Russell – C. Aldrich Repair Driveway	75.00
Check #1282 not cashed	46.00
Alan Rutherford – Tax Map Research	15.00
Browne – Property Tax Escrow	24.75
Robert Blowey Memorial Fund	1,187.00
Roland & Barbara Chase – 2002-03 Taxes	<u>1,051.00</u>

Total Miscellaneous Revenue 13,976.71

Non-Revenue Receipts:

Woodsville Guaranty – Escrow Interest	3.36
– Town History Interest	7.44
– Blowey Memorial Fund Interest	<u>.58</u>

Total Non-Revenue Receipts 11.38

Total Receipts: 782,589.14

Less Selectmen's Orders: (522,866.10)

Balance as of December 31, 2003 \$ 259,723.04

### **Reconciliation of the Treasurer's Report**

Checking Account	\$ 156,295.28
Escrow Account	368.99
Town History Account	963.37
Connecticut River Bank	50,905.79
Laconia Savings Bank	51,189.61
	<hr/>
	\$ 259,723.04

Respectfully submitted,  
Mary H. Felton  
Treasurer

## SUMMARY OF RECEIPTS

### From Local Taxes:

2003 Property Tax	\$ 330,932.47
2003 Property Tax Interest	317.49
2003 Yield Tax	6,367.46
2002 Property Tax	77,206.44
2002 Property Tax Interest	1,056.41
2002 Yield Tax	1,289.82
2002 Yield Tax Interest	122.45
2002 Cost Before Lien	102.00
2002 Cost of Lien	364.00
2002 Tax Lien Redeemed	465.53
2002 Interest & Cost	32.92
Previous Years – Tax Lien Redeemed	9,184.92
Previous Years – Interest & Cost	1,971.50
Insufficient Funds Fee	<u>25.00</u>

Total Taxes Collected and Remitted \$ 429,438.41

### Licenses and Permits:

Motor Vehicle Permits	61,198.00
Dog Licenses	553.00
Neutering Fund	198.00
Business Licenses, Permits, Filing Fees	717.00
All Others, including Sub-Divisions	<u>914.04</u>

Total Licenses and Permits 63,580.04

### From State of New Hampshire:

Highway Block Grant	38,130.25
Revenue Sharing	4,424.00
Rooms & Meals	<u>11,200.60</u>

Total From State of New Hampshire 53,754.85

### From U. S. Government:

U. S. Treasury - In Lieu of Taxes	<u>5,819.00</u>
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Total From U. S. Government 5,819.00

Refunds:

U.S. Treasury – Tax Refund	\$ 150.09
Landaff School District – Town Report	500.00
Liberty Mutual – W.C. Audit	21.00
Acadia Ins. – Ends.	134.00
Landaff School District – Sealing Driveway	132.88

Total Refunds	\$ 937.97
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Charges For Services:

Rental of Town Property	345.00
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Total Charges For Services	345.00
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Miscellaneous Revenue:

Sale of Town Property	720.50
Interest on Investments	3,172.32
Woodsville Guaranty – Interest	236.78
Woodsville Guaranty – Service Fees	(48.50)
Connecticut River Bank – Interest	587.54
Laconia Savings Bank – Interest	633.14
Town of Lisbon – Recycling Revenue	10,169.00
Dog Fine	12.00
Chris Aldrich – Repair Driveway	75.00
Check #1282 not cashed	46.00
Alan Rutherford – Tax Map Research	15.00
Browne – Property Tax Escrow	24.75
Robert Blowey Memorial Fund	1,187.00
Roland & Barbara Chase – 2002-03 taxes	1,051.00

Total Miscellaneous Revenue	17,881.53
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Non-Revenue Receipts:

Woodsville Guaranty – Escrow Interest	3.36
– Town History Interest	7.44
– Blowey Memorial Interest	.58

Total Non-Revenue Receipts	11.38
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Total Receipts from All Sources	571,768.18
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Cash On Hand January 1, 2003	210,820.96
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Grand Total	\$ 782,589.14
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## DETAILED STATEMENT OF PAYMENTS

### General Government

#### 5130 Executive:

Errol S. Peters, Selectman	\$ 1,000.00	
Richard B. Basnar, Selectman	1,000.00	
C. Bruce Ulricson, Selectman	1,000.00	
Donna J. Presby, Secretary	10,602.00	
John Rice, Moderator	50.00	
U.S. Post Office – Stamps	358.00	
Donna J. Presby – Labels, Etc.	17.21	
NE Business Services – Checks	303.59	
Littleton Office Supply – Copy Paper	491.03	
Tuck Press – Ads	96.00	
Plodzik & Sanderson – Audit	4,700.00	
Viking Office Supply – Ink Cartridges, Etc.	661.63	
Robert Lawrence	714.00	20,993.46

#### 5140 Election, Registration and Vital Statistics:

Donna Bronson, Town Clerk	4,073.63	
Donna Bronson – Expenses	29.99	
Ernest Odell, Supv. of Checklist		
Donna J. Presby, Supv. of Checklist		
Brenda Dodge, Supv. of Checklist		
Mary Felton, Ballot Clerk	25.00	
Francis Felton, Ballot Clerk	25.00	
David Clement, Ballot Clerk	25.00	
Angie Bronson, Ballot Clerk	25.00	
Salmon Press – Ads	182.00	
Tuck Press – Ads	144.00	
US Post Office – Stamps	111.00	
Harrison Publishing – Town Reports	1,600.00	
State of NH – Vital Stats	8.00	
Littleton Office Supply – Copy Paper	94.54	
NH Town Clerk Assoc. – Workshop	70.00	
Linda Mower – City & Town Clerk Workshop	30.00	
Primedia Business – Price Digest	34.00	
Conway Office Products	102.06	
CPI Printing – Town Clerk Reports	67.17	
Treasurer, State of NH – Dog License & Neutering	235.00	
Treasurer, State of NH – Vitals	224.00	
IDS – Dog Tags	79.57	7,184.96

#### 5150 Financial Administration:

Donna Bronson, Tax Collector	4,001.37	
Donna Bronson – Expenses	119.34	
Mary Felton, Treasurer	400.00	
Thomas Walker, Assessor	976.50	

NH Assoc. of Assess OFCS	20.00	
US Post Office – Stamps	296.00	
Registry of Deeds – Tax Liens Redeemed	78.81	
NH Tax Collector's Assoc. – Dues	50.00	
Littleton Office Supply – Ribbons	35.33	
Print Graphic of Maine – Tax Bills	560.95	
Donna Bronson – Tax Collector Law Book	25.00	
Donna Bronson – Chase 2003 Taxes	75.07	
Donna Bronson – A. Browne Taxes	24.75	
Treasurer – Workshop	17.00	
Francis Felton – Postage	5.31	
NH Tax Collector's Assoc. – Dues	20.00	
 Taxes Bought by the Town	 7,486.71	 14,192.14
5151 Unclassified Discounts, Abatements, Refunds:		
Woodsville Guaranty – Client Tax Refund	221.40	
Fidelity Tax Service – Lane Tax Refund	10.08	
Lester Bousquet – Overpayment Taxes	4.82	
Jeff Michelsen – Interest Refund	6.76	
Roberta Ulricson – Overpayment Dog Lic.	1.00	
Eric Gubellini – Tax Overpayment	18.00	
Helen Currier – Tax Overpayment	10.95	
Eric Hjelm – Tax Refund	3.52	
Nancy Butson – Tax Refund	51.15	
Gregory & Donna Bronson – Tax Refund	.98	
Russell Armstrong	1.33	
Nicholas & Cristina Ianno – Tax Refund	39.45	
Jockey Hill Pleasant Acres – Tax Refund	49.50	
Roland & Barbara Chase	35.40	
Claudia Lavoie	62.21	
Mark McGuire	4.00	
Woodsville Guaranty – Client Tax Refund	97.23	
GMAC Mortgage	416.32	
Dovenmuhle Mortgage	335.40	
George Tetreault	37.12	
Presby Construction	5.65	1,412.27
5153 Legal Expenses:		
Michael Ransmeier	908.65	908.65
5155 Employee Benefits:		
Town Share – S/S & Medicare	3,974.38	3,974.38
5191 Planning & Zoning:		
James Peters, Zoning Office	500.00	
Tuck Press – Ads	149.00	
Donna J. Presby – Certified Mail Postage	234.26	
Registry of Deeds – Recordations	58.00	
Salmon Press	39.00	980.26

5194 General Government Building:		
PSNH	521.09	
Verizon	665.88	
Irving Oil	2,638.07	
Pratt's Propane	295.76	
Thomas Blowey	720.00	
Fogg's Hardware	57.56	
Claudia Lavoie – Oil Cloth	23.66	
John's Carpet Cleaning	280.00	
Fogg's Hardware	93.00	
Francis Felton – Towels	20.12	
Pratt's Propane – Heater Repair	58.24	
Ronald Howard – Handicap Ramp	2,450.00	7,823.38
<hr/>		
5195 Cemetery:		
2003 Appropriation	3,627.24	
CD Interest	372.76	4,000.00
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5196 Insurance:		
Anthem Blue Cross/Blue Shield	8,393.53	
Primex 2002 Audit	64.25	
Geo M. Stevens – Bond	2,626.00	
Primex UCF	234.00	
Acadia Insurance – Building and Auto	6,844.00	
Liberty Mutual – Workmen's Comp	3,766.00	21,927.78
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5197 Advertising & Regional Associations:		
NH Municipal Association – Dues	507.00	
Tri County Community Action – Article 5	550.00	
North Country Council – Article 9	381.02	
Cartographics	1,325.00	2,763.02
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5199 Other General Government:		
Conway Office Products – Copier Contract	572.06	
BMSI Software	1,813.00	2385.06
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5210 Police Department:		
Ed Peterson, Constable	2,000.00	
Grafton County Sheriff Dispatch	320.00	
Corey's Sports Shop – Ammunition	120.00	
Ed Peterson, Constable – Dues	100.00	2540.00
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5215 Ambulance:		
Ross Ambulance – Article 12	1,545.00	
Lisbon Life Squad	1,511.25	3,056.25
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5220 Fire Department:		
2003 Appropriation	10,000.00	10,000.00
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5312 Highway Salaries:		
Thomas Smith – Salary	26,790.00	
Russell Smith – Salary	390.00	27,180.00
5313 Highway Expenses:		
Thomas Smith – Gas	31.00	
PSNH	539.96	
Verizon	719.47	
Irving Oil, Diesel	3,757.10	
Pratt's Propane	481.99	
NH Municipal Truck Equipment	275.24	
Fogg's Hardware	400.64	
Mackenzie Auto	1,606.89	
MacMahon's Towing Service	875.00	
Sunoco	307.17	
New England Tire	567.84	
Littleton Gravel	9,668.16	
Town of Bath – Chloride	80.00	
Appalachian Supply	48.49	
Lisbon Chevrolet	40.00	
UNH – Workshop	45.00	
Treasurer, State of NH	313.75	
Currier Sales and Service	128.26	
Jordan's Equipment	221.08	
Merriam Graves	79.00	
William Presby – Crushed Stone	6,903.75	
Thomas Erb – Loader	203.00	
David Clement – Hay	9.00	
Citicard	343.80	
Dr. Marc Brickman	125.00	
Tac 2 Communications	256.89	
Tom Smith – School Driveway Paved	132.88	
Blaktop Inc.	447.30	
Wilco Inc. – Culverts	926.00	
All States – Asphalt	11,113.89	
Lee Waterhouse	3,250.00	
Aldrich Welding	70.00	
P&S Equipment	114.70	
Blackmount Equipment	57.74	
Lawson Prods	228.88	
Town Line Equipment	30.21	
Varney-Smith	169.15	44,568.23
5316 Street Lighting:		
PSNH	548.27	548.27
5324 Solid Waste Disposal:		
Town of Lisbon – Landfill	24,225.00	
Over Budget	238.04	24,463.04
5414 Pest Control:		
Dr. Frederick Erb – Stray Dog	100.00	100.00



5415 Health Agencies:		
North Country Home Health – Article 3	939.40	
White Mountain Mental Health – Article 4	472.00	
Hospice of Littleton – Article 7	435.00	
Grafton County Senior Citizens – Article 8	450.00	
American Red Cross – Article 13	142.40	2,438.80
5441 Welfare:		
NH Welfare Association – Dues	30.00	30.00
5445 Vendor Payments:		
Eric Gubellini – Rent	530.00	
Irving Oil	305.00	835.00
5520 Community Field:		
Thomas Blowey	1,200.00	
Lisbon Lions Club – Article 10	1,000.00	2,200.00
5550 Library:		
Lisbon Public Library	500.00	500.00
5583 Patriotic:		
Town of Lisbon – Flags	66.00	66.00
5619 Conservation:		
Richard Bronson – Mowing Lawn	50.00	50.00
5723 Interest on TAN	0.00	0.00
5909 Capital Outlay:	0.00	0.00
5912 Money Transfer:	0.00	0.00
5915 Capital Reserve Fund:		
Highway Equipment – Article 14	7,500.00	
Fire Department Equipment – Article 15	7,500.00	
Revaluation – Article 17	2,000.00	
Town Buildings – Article 16	5,000.00	22,000.00
Payments to Other Governments:		
5931 Grafton County Taxes	39,706.00	39,706.00
5933 Landaff School District:		
2002-2003 Appropriation	142,382.00	
Interest from CD's	62.37	
2003-2004 Appropriation	110,000.00	252,444.37
9999 Temporary Distribution:		
To Escrow Account	24.75	
Theo Blowey	1,187.58	1,212.33
Grand Total:		522,483.65

## SUMMARY OF PAYMENTS

General Government:		
Executive	\$ 20,993.46	\$ 20,993.46
	<hr/>	
Election, Registration & Vital Statistics	7,168.96	
Financial Administration	6,705.43	
Taxes Bought by Town	7,486.71	
Abatements, Refunds	1,412.27	
Legal	908.65	
Planning & Zoning	980.26	
General Government Building	7,823.38	
Cemetery	4,000.00	
Insurance	21,927.78	
Advertising & Regional Assocs.	2,763.02	
Other General Government	2,385.06	
Employee Benefits	3,974.38	
Social Security	106.89	67,642.79
	<hr/>	
Public Safety:		
Police Department	2,540.00	
Ambulance	3,056.25	
Fire Department	10,000.00	15,596.25
	<hr/>	
Highways:		
Highways	44,949.79	
Salaries	27,090.00	72,039.79
	<hr/>	
5316 Street Lighting:	548.27	
Bridges	0.00	548.27
	<hr/>	
Sanitation:		
Solid Waste Disposal		
Town of Lisbon Landfill	24,225.00	
Solid Waste Overbudget	238.04	24,463.04
	<hr/>	
Health:		
Pest Control	100.00	
Health Agencies	2,438.80	2,538.80
	<hr/>	
Welfare:		
NH Welfare Assoc. Dues	30.00	
Eric Gubellini Rei Thomas Blowey	530.00	
Irving Oil	305.00	865.00
	<hr/>	

Culture & Recreation:			
Community Field		1,200.00	
Lisbon Lions Club		1,000.00	2,200.00
		<hr/>	
Library		500.00	500.00
		<hr/>	
Patriotic – Flags Town of Lisbon		66.00	66.00
		<hr/>	
Conservation Department		50.00	50.00
		<hr/>	
Debt Service:			
Interest on TAN		0.00	0.00
		<hr/>	
Capital Outlay		0.00	0.00
		<hr/>	
Capital Reserve Fund			
Fire Department Equipment – Article 15		7,500.00	
Revaluation – Article 17		2,000.00	
Highway – Article 14		7,500.00	
Town Buildings – Article 16		5,000.00	22,000.00
		<hr/>	
Payments to Other Governments:			
Grafton County Treasurer – County Taxes	39,706.00	39,706.00	
		<hr/>	
Landaff School District			
2002-2003 Appropriation		142,382.00	
Interest from CDS		62.37	
2003-2004 Appropriation		110,000.00	252,444.37
		<hr/>	
Temporary Distribution			
To Escrow Account		24.75	
Theo Blowey		1,187.58	1,212.33
		<hr/>	
		522,866.10	522,866.10
Total Payments for All Purposes		\$ 522,866.10	
Cash on Hand December 31, 2003		259,723.04	
		<hr/>	
GRAND TOTAL		\$ 782,589.14	

## CEMETERY TRUSTEES REPORT

### Receipts

Cash on Hand - January 1, 2003		\$ 14,064.48
2003 Cemetery Budget Appropriations	\$ 4,000.00	
Interest from Savings Account	84.21	
Interest from Checking Account	1.76	
Robert & Theodosia Blowey Lot #152	25.00	
Robert & Theodosia Blowey – Perpetual Care	100.00	4,210.97
Total Receipts		\$ 18,275.45

### Payments

Trustees of Trust Funds – Perpetual Care for Blowey – Lot #152	\$ 100.00	
Theodosia Blowey – overpayment Lot #152	15.00	
Robert Fenoff – Labor & Mowing	1,800.00	
Ernest Odell – Labor & Mowing	1,271.00	
Ernest Odell – Pressure treated wood, hinges & hangers	126.21	
Total Payments		\$ 3,312.21
Cash Balance, December 31, 2003		\$ 14,963.24

Cemetery Trustees,  
Brian Laleme  
Mary Dodge  
Donna J. Bronson



# REPORT OF THE TRUST FUNDS of the TOWN OF LANDAFF, NH on December 31, 2003

Date of Creation	Name of Trust Fund and Purpose of Creation	How Invested	Beginning Balance	New Funds	Withdrawal	Income Earned	Income Expended	Balance End of Year
<b>School District Funds</b>								
1997	Local School Fund	Berlin City	2,270.06			62.37	62.37	2,270.06
	<b>Total School Fund</b>		<b>2,270.06</b>			<b>62.37</b>	<b>62.37</b>	<b>2,270.06</b>
<b>Cemetery Funds</b>								
Bf. 1985	Perpetual Care - Various	Laconia SB	8,363.52			227.21	227.21	8,363.52
1997	Perpetual Care - Various	Berlin City	10,186.91			137.22	137.22	10,186.91
2002	Perpetual Care - Various	Berlin City	2,305.80					
2003	Lisbon VFW			2.58				
2003	Robert & Theo Blowey			100.00		8.33	8.33	2,408.38
	<b>Total Cemetery Fund</b>		<b>20,856.23</b>	<b>102.58</b>		<b>372.76</b>	<b>372.76</b>	<b>20,958.81</b>
<b>Town Funds</b>								
1957	Gale-Chandler	Laconia SB	15,000.00			408.02	408.02	15,000.00
1997	Gale-Chandler	Woodsville	53,290.89			532.91	532.91	53,290.89
1997	Gale-Chandler	Berlin City	60,000.00			1,648.55	1,648.55	60,000.00
1989	Blake Memorial	Laconia SB	5,382.09			147.71	147.71	5,382.09
	<b>Total Town Funds</b>		<b>133,672.98</b>			<b>2,737.19</b>	<b>2,737.19</b>	<b>133,672.98</b>
<b>Capital Reserve Funds</b>								
2001	Fire Department Equipment	Berlin City	8,171.52		8,180.61	9.09	—	0.00
2003		Conn. River		8,180.61				
1997	Highway Department Equipment	Berlin City	1,749.44			59.93	—	15,740.54
2002	Revaluation	Berlin City	2,014.63			42.27	—	9,291.71
2002	Special Education	Bank of NH	91,315.26			12.51	—	4,027.14
2003	Town Building	Conn. River		5,000.00		875.33	—	97,190.59
	<b>Total Capital Reserves</b>		<b>103,250.85</b>	<b>35,180.61</b>	<b>8,180.61</b>	<b>1,018.23</b>	<b>—</b>	<b>131,269.08</b>
<b>Grand Total</b>			<b>\$260,050.12</b>	<b>\$ 35,283.19</b>	<b>\$ 8,180.61</b>	<b>\$ 4,190.55</b>	<b>\$ 3,172.32</b>	<b>\$288,170.93</b>

# LANDAFF VOLUNTEER FIRE DEPARTMENT

## Treasurer's Report

### Receipts:

Cash On Hand January 1, 2003	\$ 9,812.82
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### Donations:

Memory of Mary Johnson	\$ 225.00
Memory of Jessie Hodge	275.00
Memory of Mary Phillips	25.00
Anonymous	50.00

Total Donations:	575.00
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### Old Home Day:

Raffle	\$ 1,034.00
Auction	5,835.00
Concession	336.45
Supper	501.50
Donations	325.00

Total Old Home Day:	8,031.95
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Grant	23,900.00
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Town of Landaff Appropriation	10,000.00
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Woodsville Guaranty Savings Bank – Interest	44.35
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Forestry Grant	1,000.00
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T-Shirts	161.25
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Voided Check	960.00
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Scholarship Raffle	40.00
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Total Receipts:	\$ 54,525.37
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# LANDAFF VOLUNTEER FIRE DEPARTMENT

## Treasurer's Report

### Payments:

Grafton County Sheriff's Dept. – Dispatch Service	\$ 812.00
Richard Fenoff – Parts	310.42
PSNH	259.53
Irving Oil Corp. – Propane	1,596.71
Front Line Equipment	31,235.00
Twin State – Dues	209.10
Tac-2 Communications – Radio repairs; batteries	1,055.63
NAPA Auto Parts	241.97
Aubuchon – Ash shovel	4.29
NH Div. of Fire Training	554.00
Inland Divers, Inc. – Hydrostatic Test; etc.	19.00
Varney Smith – 4 Remote openers	85.00
Sunoco – Gasoline	149.45
Northrup's Market – Food Twin State Meeting	25.00
H & H Services – Raffle Tickets	48.00
Tents R US – Tent 30' x 60'	1,500.00
Tuck Press – Old Home Day ads	55.00
Green Mt. Monograms – T-shirts	138.75
T.P. Toilets – Toilet rental	75.00
Flasco Enterprises – Class "A" Foam	240.00
T&S Quick Stop – Water	87.94
Treas. State of NH – Fire gear	1,887.51
Tammy Heath – Halloween	67.33
Fire Tech & Safety – Fire Equipment	1,919.03
U.S. Post Office – Stamps	37.00
Desorcie Emergency Products LLC – Service eng.	624.00
Fred Whitcomb Scholarship Fund – Tickets	100.00
Woodsville Bank – Deposit Slips	6.50
Canelas Truck Repair – Service trucks	781.59
The Concord Group – Building Insurance	130.00

Total Payments: \$ 44,254.75

Cash On Hand December 31, 2003 10,270.62

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\$ 54,525.37

### Savings Account:

2003 – Inheritance from Jessie Hodge \$ 1,000.00

Respectfully submitted,  
Francis J. Felton  
Treasurer

## LANDAFF FIRE DEPARTMENT

The present roster is:

Harry McGovern – Chief  
Tom Erb – Assistant Chief  
Don Beaudin – Captain & Old Home Day Chairman  
Richard Fenoff – Captain & Equipment Supervisor  
Greg Bronson – Captain  
Doug Erb – Captain  
Francis Felton – Treasurer

Ben Peters  
Lance Cate  
Doug Heath  
Tom Smith

Phil Finkle  
Ryan Boissonneault  
Jason Cartwright  
John H. Rice

Jim Lapierre  
Frank Champagne  
Bill Clark

We completed the FEMA grant this year. Each member of the Department has brand new state-of-the-art turn-out gear and for the first time we all have wildland protective gear. We also were able to buy three new airpacks with state-of-the-art integrated personal alarm safety systems. The whole purchase would not have been possible without the help of the Finkles to secure a \$25,000 federal grant.

Thanks to many hours of work, we had a record Old Home Day auction and fund-raising day. The taxpayers of the Town of Landaff owe a thank you to all those involved including the people that contributed so many valuable goods. Every dollar earned on Old Home Day is a dollar that does not have to come from taxes. Our biggest fire challenge this year was the Colonial Inn fire in the center of Bath. It was a fire requiring a tremendous amount of water and Landaff made a major contribution. Our pumper was set at the river and pumped for over three hours without missing a beat. Our portable pump was in the wild Ammonoosuc and our tanker was moving steady. Your investment as taxpayers and the commitment of your firemen should make the Town of Landaff proud.

This year we turned the Chief's position over to the capable hands of Harry McGovern. I would like to thank the Town for its support and look forward to working with Harry to continue to improve our ability to serve the needs of the Town of Landaff.

Douglas F. Erb  
Landaff Fire Chief

## COMMUNITY FOREST FIRE WARDEN AND STATE FOREST RANGER REPORT

Your local Forest Fire Warden, Fire Department, and the State of New Hampshire Division of Forests and Lands cooperate to reduce the risk of wildland fires in New Hampshire. To help us assist you, contact your local Forest Fire Warden or Fire Department to find out if a permit is required before doing ANY outside burning. Fire permits are mandatory for all outside burning unless the ground where the burning is to be done (and surrounding area) is completely covered with snow. Violations of the fire permit law and other burning laws of the State of New Hampshire are misdemeanors punishable by fines up to \$2,000 and/or a year in jail, in addition to the cost of suppressing the fire.

A new law effective January 1, 2003 prohibits residential trash burning. Contact the New Hampshire Department of Environmental Services at (800) 498-6868 or [www.des.state.nh.us](http://www.des.state.nh.us) for more information.

Help us to protect you and our forest resources. Most New Hampshire wildfires are human caused. Homeowners can help protect their homes by maintaining adequate green space around the house and making sure that the house number is correct and visible. Contact your Fire Department or the New Hampshire Division of Forests and Lands at [www.nhdfi.org](http://www.nhdfi.org) or 271-2217 for wildland fire safety information.

### ONLY YOU CAN PREVENT WILDLAND FIRES

#### 2003 FIRE STATISTICS

(All fires Reported thru November 03, 2003)

#### TOTALS BY COUNTY

#### CAUSES OF FIRES REPORTED

	<u>Numbers</u>	<u>Acres</u>		
Belknap	40	4.86	Arson	10
Carroll	46	13.99	Campfire	25
Cheshire	8	.68	Children	13
Coos	7	17.4	Smoking	20
Grafton	22	12.6	Debris	226
Hillsborough	60	11.34	Railroad	3
Merrimack	98	10.45	Lightning	2
Rockingham	56	18.54	Equipment	8
Strafford	34	7.94	Miscellaneous	67
Sullivan	3	2.03		

(\* Miscellaneous: powerlines, fireworks, electric fences, etc.)

	<u>Total Fires</u>	<u>Total Acres</u>
<b>2003</b>	374	100
<b>2002</b>	540	187
<b>2001</b>	942	428
<b>2000</b>	516	149



## CONSTABLE'S REPORT

To the Residents of Landaff:

During the year 2003 there were 22 calls for service handled by this Department. There were also several calls covered by the New Hampshire State Police and the Lisbon Police Department.

Animal complaints were slightly less than in previous years. On January 18, 2003 I responded to a call regarding an injured deer on the ice at Chandler Pond. I also received four calls in reference to dogs barking or running at large. Again, I would like to remind dog owners that non-observance of our Town Ordinance, which is based on the State Statute's RSA 466:30-A, 466:30-B, 466:31 and 466:31-A, can result in an issuance of a Notice of Abatement for first offence, and a Notice of Forfeiture (fine) for each subsequent offense. If anyone would like a copy of the State Statute, please contact me.

There were several 911 calls this past January. I would like to thank all of the other departments and agencies involved for their help and understanding. The firefighters, caregivers and dispatchers that became involved in these calls deserve more praise than words can cover.

Any calls for service should be made to:

Ed Peterson, Chief	838-2894
Grafton County Sheriff's Dispatch	787-6911
State Police, Twin Mountain	846-3333

All mandatory training and certification requirements were completed for the year 2003. Annual reports for the Police Standards and Training Council were submitted as required.

The following are the duty calls for this year:

Criminal Trespass	1
Disorderly Conduct	1
Domestic Complaints	1
Animal Complaints	5
MV Checkups	2
Attempted Suicide	1
911 Calls	10
All other	1
	<hr/>
Total Calls	22
Duty and Patrol Hours	215

**Have a safe year!**

Ed Peterson  
Chief

## CONSERVATION COMMISSION

During 2003 the Members of the Commission, Francis Felton, Link Noble, Richard Bronson, Bill Adam and David Clement, chairman, made our annual physical inspection of the two LCIP easement properties for compliance with the easement restrictions. During the summer we mowed the property and controlled the shrubbery growth on “Bob Knapp Memorial Preserve.” We maintained the hiking trail on the Tellman LCIP property opposite the Blue School where the teachers took their students on a field trip in May under the volunteer leadership of Dave Tellman.

We reviewed construction project applications submitted to us to consider the impact on the Town from the Commission’s standpoint and participated in picking up trash along the Town’s roads. We succeeded the retiring steward of the Scotland Brook Audubon Sanctuary and during 2003 maintained the trails.

David Clement  
Chairman

## BIRTHS REGISTERED IN THE TOWN OF LANDAFF, NH

For the Year Ending December 31, 2003

DATE & PLACE OF BIRTH	NAME OF CHILD	NAME & SURNAME OF FATHER	NAME OF MOTHER
January 28, 2003 Littleton, NH	Isis Catherine McGuire	Mark McGuire	Valerie McGuire
March 8, 2003 Woodsville, NH	Michael Richard Champagne	Frank Champagne	Lisa Champagne
March 17, 2003 Littleton, NH	Travis Michael Peters	Benjamin Peters	Melissa Peters
May 3, 2003 Littleton, NH	Nathan Gregory Superchi	Gregory Superchi	Koren Superchi
October 2, 2003 Woodsville, NH	Carroll William Leclair	Donald Leclair	Dawn Leclair
October 8, 2003 Littleton, NH	Dylan Patrick Fullerton	Robert Fullerton	Jennifer Fullerton
December 5, 2003 Littleton, NH	Aiden Camryn Jesseman	Richard Jesseman	Kelly Jesseman

## MARRIAGES REGISTERED IN THE TOWN OF LANDAFF, NH

For the Year Ending December 31, 2003

DATE & PLACE OF MARRIAGE	NAME AND SURNAME OF GROOM & BRIDE	RESIDENCE AT TIME OF MARRIAGE
January 11, 2003 Landaff, NH	Andrea A. Garrett Robert A. Hoffman	Landaff, NH Landaff, NH
May 25, 2003 Landaff, NH	Paul M. Shellenberger, III Alexandra Lavoie	Camden, NJ Camden, NJ
June 22, 2003 Landaff, NH	Jennifer L. Erb Dale S. Locke	Landaff, NH Sugar Hill, NH
August 23, 2003 Landaff, NH	Christine J. Tillotson Michael L. Casavant	Landaff, NH Landaff, NH
September 18, 2003 Lisbon, NH	Roswitha Schmidt Michael M. Ransmeier	Landaff, NH Landaff, NH

## DEATHS REGISTERED IN THE TOWN OF LANDAFF, NH

For the Year Ending December 31, 2003

DATE & PLACE OF DEATH	NAME OF THE DECEASED	AGE	SEX	NAME OF FATHER NAME OF MOTHER
February 22, 2003 Woodsville, NH	Alice Hanks		F	Sim Lemay Ida Wallen
August 9, 2003 Littleton, NH	Robert S. Blowey		M	Thomas Blowey Flore Gelinas
September 12, 2003 Littleton, NH	Jessie R. Hodge		F	David Croall Jeanie Thorburn

**NOTICE** - We don't always get records of all Births, Marriages & Deaths for the people of Landaff. If you would like the records included in the Town Report, please send a copy to the Town Clerk or call with the information.

## LANDAFF FUTURE NEEDS COMMITTEE REPORT

As per warrant Article 19 a Landaff Future Building Needs Committee was appointed by the Selectmen. The Committee consisted of the following representatives:

Selectmen:	Richard Basnar Bruce Ulricson Errol S. Peters
Grange:	Richard Bronson
Planning Board:	John Rice
Conservation Committee:	David Clement
Cemetery:	Donna Bronson
Fire Department:	Douglas Erb
School Board:	Tammy Heath
From Town:	Claudia Lavoie Ray Lobdell

The Committee's job was to look at the Town and discuss present and future needs of the Town including, but not limited to the Fire Department, office space and staff time, Highway Department, and the Police Department.

The first meeting was devoted to discussion of what each Committee Member thought the needs were after having time to meet with their own groups or other residents. There was discussion of the Town's present and past growth and what we thought might be in the future. The main items discussed were:

1. Fire Department: present structure limits as to building repair needs, size to meet future needs, lot size for future expansion, land availability, cost of new fire stations in comparative towns.
2. Present office space: (present and future needs), staffing, storage needs now and in the future.
3. School: its size and how many students it could handle.
4. Future roads that could be reopened and possible new roads.
5. Police concerns.
6. Highway needs.
7. Historical building to keep artifacts.
8. Present growth and anticipated growth in population and structures.
9. Acquisition of land.

### Findings:

1. Fire Department: present building needs repair, building not adequate to meet future needs of space and site not large enough unless bordering land is available. The firemen would prefer remaining at the present location or near the center of Town. Others felt we need to consider all locations balanced on the cost and service to the Town. Sewer and water a necessity.
2. Office: There is a need for more space for the personnel to work, particularly when both people are present. There is a need for more storage room to keep the necessary records that is dry and at an even temperature to preserve them.
3. Highway Department: Sewer and water a necessity. No extra equipment will be needed, only periodic replacement and upgrades.
4. Police Department: Future will need more police coverage, possibly a cruiser and office.
5. School: School Board is responsible but recommend any necessary building requirements be coordinated with the Town to keep the tax rate as even and reasonable as possible.
6. Historic Building: Need may be met as other needs are met.

Committee recommendations in order of priority:

1. Office space needs should be met first.
2. Fire Department can use its present location for a few years as the Town explores possibilities and grant monies.
3. Highway Department needs may be able to be met through regular budget channels.

With this in mind the Selectmen had plans for office expansion drawn up for the Town's consideration.

Respectfully submitted,  
Landaff Future Needs Committee  
Errol Peters, Chairman

P.S.: As Chairman, I would like to thank the Committee Members for their time and contributions. It is important that as many ideas as possible be considered and by talking and listening to your respective groups, more people's ideas were presented. Thanks again, Errol.



## NOTES

**ANNUAL REPORT**

**of the**

**LANDAFF SCHOOL DISTRICT**

**2002-2003**

## SCHOOL BOARD

Mrs. Mary Beaudin .....	Term Expires 2004
Mrs. Tammy Heath .....	Term Expires 2006
Mrs. Betsy Babcock .....	Term Expires 2005

## DISTRICT OFFICERS

Mr. Michael Ransmeier, Esq. ....	Moderator
Mrs. Mary Felton .....	Treasurer
Mrs. Pamela Mardin.....	Clerk
Ms. Donna Presby.....	Auditor
Mr. Francis Felton.....	Census Taker

## SCHOOL ADMINISTRATIVE UNIT #35

Mr. Donald Johnson.....	Superintendent
Mr. Lewis J. Mello.....	Business Administrator
Mr. Kevin T. Eckerman .....	Director of Special Education
Mr. G. Douglas Sutherland.....	Director of Curriculum & Instruction
Dr. Jacqueline Verville .....	Title One Project Manager

## BLUE SCHOOL STAFF

Ms. Marjorie Sanborn .....	Head Teacher
Mrs. Joanne Meachen .....	Aide / Librarian
Ms. Heidi Fulford.....	School Nurse
Mr. Joseph Shea .....	Guidance Counselor
Mrs. Linn Driscoll.....	Art Assistant
Ms. Meredith Boissonneault.....	Physical Education / Health Assistant

## **STATE OF NEW HAMPSHIRE SCHOOL WARRANT**

To the inhabitants of the Landaff School District, in the Town of Landaff, qualified to vote in District affairs:

You are hereby notified to meet at the Town Hall in Landaff on Tuesday, March 16, 2004 at 7:00 o'clock in the evening to act upon the following subjects:

ARTICLE 1: To hear the reports of Agents, Committees, or Officers heretofore chosen and pass any vote relating thereto.

Recommended by the Landaff School Board

ARTICLE 2: To see if the District will vote to raise and appropriate the sum of Four Hundred Ninety-Two Thousand, Nine Hundred and Eighteen Dollars (\$492,918.00) for the support of schools, for the payment of salaries for School District Officials and Agents, and for the payment of statutory obligations of the District. This article does not include appropriations voted in other warrant articles.

Recommended by the Landaff School Board

ARTICLE 3: To see if the District will vote to appropriate up to the sum of Five Thousand Dollars (\$5,000.00) from the 2003-2004 anticipated unencumbered fund balance and to transfer said sum to its capital reserve fund, established March 14, 1986, to meet the expenses of educating educationally handicapped children, under the provisions of RSA 35:1b.

Recommended by the Landaff School Board

ARTICLE 4: To see if the voters of the Landaff School District will vote to establish a voucher system for the tuitioning of students in grades 4-12 to any public school district provided that the cost does not exceed that of tuitioning to the Lisbon School District and no transportation is provided except to the Lisbon School District.

Article submitted by Petition.

Recommended by the Landaff School Board

ARTICLE 5: To see if the District will vote to authorize the Landaff School Board to enter into a three (3) year agreement (renewal) with the Lisbon Regional School Board to send Grade 4-12 Students on a tuition basis to the regional school. The projected expense for these students is Three Hundred Fourteen Thousand, Two Hundred Ninety-Four Dollars (\$314,294.00) for the 2004-2005 School Year.

Recommended by the Landaff School Board

ARTICLE 6: To transact any other business that may legally come before this meeting.

LANDAFF SCHOOL BOARD

Mary Beaudin

Betsy Babcock

Tammy Heath

**LANDAFF SCHOOL DISTRICT WARRANT  
STATE OF NEW HAMPSHIRE**

**ELECTION OF OFFICIALS**

To the inhabitants of the Landaff School District, in the Town of Landaff, qualified to vote in District affairs:

You are hereby notified to meet at the Town Hall in Landaff on Tuesday, March 9, 2004 at 4:00 P.M. TO 8:00 P.M. in the evening to vote for District Officials:

ARTICLE 1: To choose all necessary Officers for the School District for the ensuing year.

**LANDAFF SCHOOL BOARD**

Mary Beaudin  
Betsy Babcock  
Tammy Heath



# LANDAFF SCHOOL DISTRICT PROPOSED BUDGET: 2004-2005

	Expenditures 2002-2003	Adopted Budget 2003-2004	Proposed Budget 2004-2005
1100. REGULAR EDUCATION			
1100.110 Salaries & Benefits	55,140.01	58,144.00	59,798.60
.330 Contracted Services	600.00	1,000.00	1,000.00
.561 Tuition	165,685.22	209,951.00	297,186.00
.610 Teaching Supplies	3,208.21	3,355.00	3,254.00
.630 Textbooks	805.62	750.00	728.00
.640 Library/Audio-Visual	814.51	900.00	873.00
.741 New Equipment	1,558.08	1,600.00	900.00
.742 Replacement of Equipment	2,295.00	500.00	300.00
.743 Repairs to Equipment	<u>0.00</u>	<u>600.00</u>	<u>600.00</u>
TOTAL REGULAR EDUCATION	230,106.65	276,800.00	364,639.60
1200. SPECIAL EDUCATION			
1200.308 Speech Services	2,647.60	6,000.00	6,000.00
.309 Psychological Services	0.00	500.00	500.00
.311 Purchased Services	500.00	500.00	500.00
.314 Occupational Therapist	1,968.70	3,000.00	3,000.00
.515 Transportation	0.00	3,000.00	100.00
.560 Tuition	35,384.96	49,826.00	48,518.00
.610 Teaching Supplies	228.80	300.00	300.00
.630 Textbooks	<u>231.00</u>	<u>500.00</u>	<u>300.00</u>
TOTAL SPECIAL EDUCATION	40,961.06	63,626.00	59,218.00

1400. STUDENT ACTIVITIES			
1440.690 Student Activities	<u>172.50</u>	<u>600.00</u>	<u>600.00</u>
TOTAL STUDENT ACTIVITIES	172.50	600.00	
2100. ATTENDANCE SERVICES			
2110.110 Truant Officer	<u>0.00</u>	<u>10.00</u>	<u>10.00</u>
TOTAL ATTENDANCE SERVICES	0.00	10.00	
2120. GUIDANCE DEPARTMENT			
2120.110 Salaries & Benefits	807.38	1,615.00	1,615.00
.309 Student Assistance Program	<u>250.00</u>	<u>250.00</u>	<u>250.00</u>
TOTAL GUIDANCE DEPARTMENT	1,057.38	1,865.00	1,865.00
2130. HEALTH SERVICES			
2130.310 Contracted Services - Nurse	807.00	1,250.00	1,300.00
.610 Health Supplies	<u>5.48</u>	<u>200.00</u>	<u>200.00</u>
TOTAL HEALTH SERVICES	812.48	1,450.00	1,500.00
2210. IMPROVEMENT OF INSTRUCTION			
2210.320 Staff Development	<u>75.00</u>	<u>600.00</u>	<u>600.00</u>
TOTAL IMPROVEMENT OF INSTRUCTION	75.00	600.00	
2310. SCHOOL BOARD SERVICES			
2310.380 Stipends	750.00	750.00	750.00
2312.380 School Board Clerk	410.00	595.00	595.00
2313.380 Treasurer	125.00	125.00	125.00
2314.380 Moderator	25.00	25.00	25.00
2315.390 Legal Expenses	3,702.43	100.00	100.00
2317.390 Audit	50.00	50.00	50.00
2319.370 Census	0.00	100.00	100.00
.390 Other Expenses	2,931.73	3,000.00	3,000.00
.521 Insurances	<u>1,542.43</u>	<u>1,474.00</u>	<u>3,074.00</u>
TOTAL SCHOOL BOARD SERVICES	9,536.59	6,219.00	7,819.00

2320. SAU #35 SERVICES			
2320.351 SAU #35 Services			
TOTAL SAU #35 SERVICES	11,370.00	11,540.00	13,862.00
	<u>11,370.00</u>	<u>11,540.00</u>	<u>13,862.00</u>
2540. OPERATION/MAINTENANCE OF PLANT			
2540.310 Salary - Custodian	1,330.00	1,300.00	1,300.00
.433 Contracted Services	2,455.70	2,500.00	2,600.00
.440 Repair Building	9,200.69	4,240.00	3,000.00
.610 Supplies	444.05	400.00	400.00
.652 Utilities	4,155.02	4,910.00	4,910.00
.653 Fuel	1,140.14	2,033.00	2,033.00
.741 New Equipment	328.05	0.00	0.00
TOTAL OPERATION/MAINTENANCE OF PLANT	19,053.65	15,383.00	14,243.00
	<u>19,053.65</u>	<u>15,383.00</u>	<u>14,243.00</u>
2550. TRANSPORTATION SERVICES			
2550.515 Contracted Transportation	26,401.00	26,401.00	26,401.00
.519 Other Transportation	2,160.00	2,160.00	2,160.00
TOTAL TRANSPORTATION SERVICES	28,561.00	28,561.00	28,561.00
	<u>28,561.00</u>	<u>28,561.00</u>	<u>28,561.00</u>
5200. CAPITAL RESERVE			
5250.880 Transfer	5,000.00	0.00	0.00
TOTAL CAPITAL RESERVE	5,000.00	0.00	0.00
	<u>5,000.00</u>	<u>0.00</u>	<u>0.00</u>
GRAND TOTALS	\$346,706.31	\$406,654.00	\$492,917.60
	<u>\$346,706.31</u>	<u>\$406,654.00</u>	<u>\$492,917.60</u>

# **SCHOOL ADMINISTRATIVE UNIT #35** **2002-2003 SALARIES: DISTRICT SHARES**

## **PERCENT**

Bethlehem.....	8.80%
Lafayette .....	10.50%
Landaff .....	1.65%
Lisbon .....	14.14%
Littleton .....	46.62%
Profile .....	18.29%
	100.00%

	<b>Superintendent</b>	<b>Director of Curriculum</b>	<b>Business Administrator</b>
Bethlehem	\$ 7,914.62	\$ 6,229.87	\$ 6,229.87
Lafayette	9,443.58	7,433.37	7,433.37
Landaff	1,483.99	1,168.10	1,168.10
Lisbon	12,717.35	10,010.27	10,010.27
Littleton	41,929.47	33,004.17	33,004.17
Profile	<u>16,449.81</u>	<u>12,948.22</u>	<u>12,948.22</u>
	\$89,938.82	\$70,794.00	\$70,794.00

# LANDAFF SCHOOL DISTRICT ANNUAL REPORT OF DISTRICT TREASURER

Cash on Hand July 1, 2002		\$ 39,697.71
Received from Selectmen:		
Current Appropriation	217,382.00	
Revenue from State Sources:		
State Education Grant	151,986.00	
Revenue from Federal Sources:		
Medicaid	1,757.20	
National Forest Reserve	1,369.80	
Title VI	120.31	
Class Size Grant	41.78	
Title V	800.00	
Title IIA	900.00	
Rural Achievement Grant	9,145.21	
Received from Other Sources:		
Interest	612.02	
Peerless Insurance	46.00	
94:142 Distribution	653.91	
E-Rate	795.24	
<b>TOTAL RECEIPTS</b>		<u>385,609.47</u>
<b>TOTAL AMOUNT AVAILABLE FOR FISCAL YEAR</b>		425,307.18
<b>LESS SCHOOL BOARD ORDERS PAID</b>		<u>360,011.81</u>
<b>BALANCE ON HAND, JUNE 30, 2003</b>		\$ 65,295.37

## AUDITORS CERTIFICATE

This is to certify that I have examined the books, vouchers, bank statements and other financial records of the Treasurer of the School District of Landaff of which the above is a true summary for the fiscal year ending June 30, 2003 and find them correct in all respects.

Donna Presby  
Auditor



**LANDAFF SCHOOL DISTRICT  
SCHOOL BOARD ESTIMATE  
2004-2005**

School Board's statement of amounts required to support public schools and meet other statutory obligations of the District for the fiscal year beginning July 1, 2003.

	School Board 2003-2004 <u>Approved Budget</u>	School Board 2004-2005 <u>Proposed Budget</u>
Unencumbered Balance, June 30	67,709.	0.
Revenue from State Sources:		
State Education Grant	110,910.	110,910.
Revenue from Federal Sources:		
Medicaid	1,500.	1,500.
National Forest Reserve	2,300.	1,300.
Revenue from Local Sources		
Interest	1,100.	1,700.
TOTAL REVENUE AND CREDITS	<u>183,519.</u>	<u>115,410.</u>
ASSESSMENT TO BE RAISED	<u>223,135.</u>	<u>377,508.</u>
TOTAL APPROPRIATION	406,654.	492,918.

**LANDAFF SCHOOL DISTRICT  
SPECIAL EDUCATION PROGRAMS  
TWO YEAR ACCOUNTING PER RSA 32:11-a**

	Expenditures 2001-2002	Expenditures 2002-2003
<b>SPECIAL EDUCATION</b>		
Salaries & Benefits	\$ 0.00	\$ 0.00
Speech Services	2,716.05	2,647.60
Psychological Services	2,060.00	0.00
Contracted Services	100.00	500.00
Occupational Therapist	1,542.24	1,968.70
Transportation	1,492.00	0.00
Tuition	81,913.47	35,384.96
Teaching Supplies	291.96	228.80
Textbooks	486.85	231.00
Library/Audio Visual	0.00	0.00
Trust Fund Transfer	<u>5,000.00</u>	<u>5,000.00</u>
<b>TOTAL EXPENDITURES</b>	<b>95,602.57</b>	<b>45,961.06</b>
	<b>Revenue</b>	<b>Revenue</b>
	<b>2001-2002</b>	<b>2002-2003</b>
<b>SPECIAL EDUCATION</b>		
Catastrophic Aid	0.00	0.00
IDEA Entitlement	200.24	653.91
Medicaid	2,971.06	1,757.20
Trust Fund Transfer	<u>0.00</u>	<u>0.00</u>
<b>TOTAL REVENUES</b>	<b><u>\$ 3,171.30</u></b>	<b><u>\$ 2,411.11</u></b>
<b>ACTUAL DISTRICT COST</b>	<b>\$92,431.27</b>	<b>\$43,549.95</b>

**LANDAFF SCHOOL DISTRICT  
CAPITAL RESERVE FUND**

Beginning Balance July 1, 2002	\$90,596.60
Deposit	5,000.00
Interest Earned	<u>1,196.23</u>
Balance June 30, 2003	\$96,672.83

**LANDAFF SCHOOL DISTRICT  
ANALYSIS OF  
EXPENDITURES 2002-2003**

01-1100-110 Regular Education

110	Salaries		
	Teacher	\$ 31,703.00	
	Teacher Aide	7,560.00	
	Art	1,650.00	
	Health Program/Physical Education	2,300.00	
	Library	1,350.00	
	Music Program	<u>1,436.25</u>	45,999.25

01-1100-120 Substitutes

	Patricia Davis	175.00	
	Joanne Meachen	150.00	
	Jeanette Streeter	<u>325.00</u>	650.00

01-1100-200 Employee Benefits

	FICA	3,518.96	
	Life Insurance	20.40	
	Health Insurance	3,770.16	
	Dental Insurance	326.28	
	Professional Retirement	<u>854.96</u>	8,490.76

01-1100-433 Contracted Services

	Marjorie Sanborn	<u>600.00</u>	600.00
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01-1100-560 Tuition

	Lisbon Regional School District	<u>165,685.22</u>	165,685.22
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01-1100-610 Teaching Supplies

	Channing Bete Company	77.34	
	Crystal Spring Books	46.70	
	Educators Publishing	223.74	
	Everyday Mathematics	726.11	
	Image Stuff.Com	30.72	
	Landmark Editions	20.95	
	Lyndonville Office Supply	219.50	
	McGraw-Hill Publishing	28.10	
	Pearson Learning	61.02	
	Plank Road Publishing	214.03	
	Quill Corporation	103.98	
	Really Good Stuff	53.60	
	Rigby	44.00	
	Ross Business Center	130.16	
	Marjorie Sanborn, Petty Cash	423.06	

Scholastic Inc.	45.78	
School Specialty Supply	409.11	
Science Research Associates	166.07	
United Art & Education	130.24	
Village Book Store	22.46	
The Wright Group	<u>28.54</u>	3,208.21
01-1100-630 Textbooks		
East Coast Wholesale	65.56	
Rigby	716.10	
SAU #35	<u>23.96</u>	805.62
01-1100-640 Library/Audio Visual		
AKJ Educational Services	35.86	
American Library Publishers	61.88	
Capstone Press	216.81	
Charlesbridge	59.18	
Childrens Library Resources	48.61	
Kids Can Press	29.05	
McGraw Hill	9.48	
Newbridge	86.63	
North Country Education Foundation	82.50	
Perma-Bound	30.97	
Rising Moon	42.38	
Smart Library Media	45.40	
Voices of Love and Freedom	<u>65.76</u>	814.51
01-1100-741 New Equipment		
CWOL	74.20	
Gateway Companies	1,335.95	
Quill Corporation	<u>147.93</u>	1,558.08
01-1100-742 Replace Equipment		
Ross Business Center	<u>2,295.00</u>	2,295.00
01-1200-308 Speech Services		
School Administrative Unit #35	<u>2,647.60</u>	2,647.60
01-1200-310 Purchased Services		
Richard Daley	<u>500.00</u>	500.00
01-1200-314 Occupational Therapy		
School Administrative Unit #35	<u>1,968.70</u>	1,968.70
01-1200-561 Tuition		
Haverhill Cooperative School District	13,821.11	
SAU #23 French Pond	802.00	
Lisbon Regional School District	<u>20,761.85</u>	35,384.96

01-1200-610 Teaching Supplies		
Innovative Learning Company	<u>228.80</u>	228.80
01-1200-630 Textbooks		
Innovative Learning Company	82.50	
Rigby Education	<u>148.50</u>	231.00
01-1440-690 Student Activities		
Berry Transportation	<u>172.50</u>	172.50
01-2120-110 Guidance		
Counselor	<u>750.00</u>	750.00
01-2120-230 Employee Benefits		
FICA	<u>57.38</u>	57.38
01-2120-309 Student Assistant Program		
School Administrative Unit #35	<u>250.00</u>	250.00
01-2130-110 Health Services		
Cottage Hospital	<u>807.00</u>	807.00
01-2130-610 Health Serv-Supplies/Exams		
Marjorie Sanborn	<u>5.48</u>	5.48
01-2213-320 Staff Development		
Marjorie Sanborn	<u>75.00</u>	75.00
01-2310-380 School Board Services		
Betsy Babcock	250.00	
Mary Beaudin	250.00	
Tammy Heath	<u>250.00</u>	750.00
01-2312-380 Clerk		
Mary Blowey	135.00	
Pamela Mardin	50.00	
Jeanette Streeter	<u>225.00</u>	410.00
01-2313-380 Treasurer		
Mary Felton	<u>125.00</u>	125.00
01-2314-380 Moderator		
Michael Ransmeier	<u>25.00</u>	25.00
01-2315-390 Legal Expenses		
Jay C. Boynton	<u>3,702.43</u>	3,702.43



01-2317-390 Auditor		
Barbara Ashley	<u>50.00</u>	50.00
01-2319-390 Other Expenses		
Caledonian-Record Publishing Company	338.50	
Granite State Billing	237.22	
NH School Boards Association	1,308.06	
North Country Education Foundation	97.50	
Oopsie Daisy Flower Shop	30.00	
Salmon Press	263.00	
Town of Landaff	500.00	
Tuck Press	48.00	
Woodsville Guaranty Bank	<u>109.45</u>	2,931.73
01-2319-521 Insurances		
Peerless Insurance Company	1,433.00	
State of New Hampshire	9.43	
Geo. M. Stevens & Son Co.	<u>100.00</u>	1,542.43
01-2320-351 SAU #35 Services		
School Administrative Unit #35	<u>11,370.00</u>	11,370.00
01-2540-110 Custodial Services		
Patricia Davis	1,300.00	
Donna Presby	<u>30.00</u>	1,330.00
01-2540-433 Contracted Services		
Balsams Spring Water	199.25	
Thomas Blowey	725.00	
French's Snow Plowing	145.00	
Stiles Fuel	86.45	
Timberwolf Rubbish Removal	670.00	
Top of The Notch	<u>630.00</u>	2,455.70
01-2540-440 Repairs to Building		
Abbott Plumbing & Heating	220.85	
Harry T. Andross	49.00	
Paul Beaudin	26.25	
Dan Cavicchio	46.00	
Clean-O-Rama	330.17	
Matthew Erb	26.25	
Ronald Howard	669.06	
I.W.S. LTD.	1,158.00	
Mill Brook Construction	1,674.00	
Bradley Santy	1,450.00	
Schofield's Septic Service	220.00	
State of New Hampshire	802.00	
Stiles Fuel	1,173.00	

Vermont Fire Extinguisher	57.35	
YEROC, Inc DBA JA Corey	<u>1,298.76</u>	9,200.69
01-2540-610 Custodial Supplies		
Clean-O-Rama	105.89	
Marjorie Sanborn	<u>338.16</u>	444.05
01-2540-652 Utilities		
AT&T	266.04	
Earthlink	308.35	
Public Service	2,643.25	
Verizon	<u>937.38</u>	4,155.02
01-2540-653 Fuel		
Stiles Fuel	<u>1,140.14</u>	1,140.14
01-2540-741 New Equipment		
School Specialty	<u>328.05</u>	328.05
01-2550-515 Transportation		
Berry's Transportation	<u>26,401.00</u>	26,401.00
01-2554-519 Transportation – Other		
Esther Heath-Lunch Transportation	<u>2,160.00</u>	2,160.00
01-5250-880 Transfer to Capital Reserve		
Landaff School District	<u>5,000.00</u>	5,000.00
02-1100-640 Title V & Title IIA Materials		
Learning Links, Inc.	1,808.34	
Village Book Store	<u>571.82</u>	2,380.16
02-1100-930 Indirect Costs		
School Administrative Unit #35	<u>54.74</u>	54.74
02-1102-640 Rural Achievement Grant – MTLs		
American Library Resources	107.81	
Children's Library Resources	143.13	
Crabtree Publishing Co.	127.38	
DIDAX	1,362.57	
Educational Resources	1,620.30	
Educational Teaching Assoc.	70.02	
Everyday Mathematics	648.78	
Gamble Music Co.	834.92	
Don Johnston	1,293.58	
Kids Can Press	63.66	
Landaff School District	300.00	
Learning Links, Inc.	13.48	

Music In Motion	204.22	
Marshall Cavendish	90.58	
National Geographic Society	97.80	
Northwood Press	103.62	
Elizabeth Richards	322.85	
Rivertree Productions	600.00	
Smart Library Media	127.16	
Sunburst Technology Co.	329.84	
Sundance	98.67	
Village Book Store	12.55	
World Almanac Education	<u>155.18</u>	8,728.10

02-1102-741 Rural Achievement Grant - Equip

Foto Factory	479.00	
Micro Warehouse	<u>1,617.50</u>	<u>2,096.50</u>

<b>GRAND TOTALS</b>		<b>\$359,965.81</b>
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## LANDAFF SCHOOL BOARD REPORT

Despite the school board's best efforts, education costs are up significantly this year. These are primarily due to raises in tuition to Lisbon, the share to the SAU, and special education costs. We simply have more children in town. The other items in the budget were level funded or reduced, with the exception of a modest raise to the head teacher.

A few plumbing and heating items were addressed this past year and the school was repainted. Unfortunately, the school has been the target of vandalism on at least two occasions. We have had unexpected expenses related to these acts. Please be vigilant, as the police have not found the vandals.

Community spirit is essential for a successful school. We hope the townspeople will take an opportunity to see a musical production of the Blue School. The Christmas program was quite entertaining as many students tried their hands at speaking with an Australian accent. The Blue School has had several activities including grandparents' day and caroling. They also have several field trips planned for later in the year. Among those is a trip to Boston.

If you attended the Christmas production at the town hall, you saw a presentation created with equipment purchased through a grant. We have gotten some money earmarked for technology in rural schools.

The board has been tracking the progress of our students as they continue on to Lisbon. They have had many successes. Two Landaff students attended the Advanced Studies Program at St. Paul's School this past summer.

Respectfully submitted,

Landaff School Board  
Mary Beaudin, Chairman  
Betsy Babcock  
Tammy Heath

## REPORT OF THE SUPERINTENDENT OF SCHOOLS

On July 1, 2003, I began my first year as the Superintendent of Schools for School Administrative Unit (SAU) #35. Although I was new to the SAU #35 school system, I was not new to the North Country, having returned after a few years of being away, and having lived in the North Country for most of the past 22 years. I find the educational leadership of a multi-district rural SAU comes with many challenges as well as opportunities. I embrace these challenges and opportunities.

The challenges that face those of us in education today are enormous. School districts are always struggling with balancing their budgets, coping with the various special education issues, providing leadership and support to maintain highly qualified staff, garnering community support and connections, as well as addressing a variety of other conflicts and problems. As for the opportunities that multi-districts offer, I would say the biggest is variety. There are so many opportunities that arise from the diverse town cultures, resources, and politics. Although these differences can lead to frustration, I have found that they are often a source of great possibility.

One of the biggest challenges can be providing the educational leadership services from a centralized superintendent's office to the various school districts that we serve while addressing the unique and specialized needs of each district. The main goal of the SAU Office is provide consolidated and coordinated services while addressing the individualized needs of each district.

When asked, "What is the SAU Office?" my first answer is that it is a service organization. We provide financial/business services including accounts payable and payroll, curriculum and instruction coordination and leadership, special program support and guidance, as well as school board and management services for all six school districts as well as for the SAU itself.

Although it can be a challenge to coordinate and to provide collaboration of such services while maintaining a level of autonomy for each school district, I believe the effort to do so is very much worthwhile. There is a distinct advantage to providing these services from one location and one group of staff, rather than many locations and groups of administrative staff. The alternative to a centralized SAU Office is generally either more expensive, or a reduction in the quality or quantity of services, or both.

SAU #35 has its own special issues and challenges to be tackled. Meeting these challenges will require collaboration and team work, but we must also at the same time be able to maintain and preserve our autonomy and self-identification. One of the things that give me great professional satisfaction is facing and working through a good challenge with a supportive team. There have certainly been plenty of challenges as I have begun my tenure here as the Superintendent of SAU #35. I am very excited to be here and to have the pleasure of working with a very dedicated and a highly qualified team of caring teachers, administrators, and school boards.

Sincerely,  
Donald Johnson, Superintendent



## REPORT OF THE DIRECTOR OF SPECIAL EDUCATION

It is with great pleasure that I make this annual report to the citizens of the Landaff School District. Last year I reported that the Districts had made substantial progress in allowing students with disabilities to participate fully in the curriculum and programs offered by the schools. We now have three years of NHEIAP-Alt results that indicate our efforts are productive. Students with the most complex disabilities are being provided with meaningful educational experiences, and are making progress in the school's curriculum. Collaboration among all staff is key to this success. Regular education teachers contribute to the development and implementation of individualized education programs (IEPs). Special education teachers suggest modifications to the instructional methods, materials and evaluation tools. The entire staff addresses the achievement of all students to insure all are meeting the expectations of the community. This is not accomplished without its challenges. There are questions of student ability, effort and behavior. There are questions of accountability. There are questions of curriculum. All of these questions have no simple answers. The latest revision of the Individuals with Disabilities Education Act (IDEA) requires that the IEP team determine how the student will meet the requirements of the school's curriculum and testing programs. The "team" includes teachers, regular and special education, administrators, and parents

The Districts are required to provide special education services to children with disabilities from age three to twenty one or until they graduate from high school, whichever comes first. We have written grants to support our efforts to meet this obligation. The IDEA grant was written to include a preschool coordinator who works with local preschools and day care providers to deliver developmentally appropriate instruction and positive supports in educational settings. The "Smooth Transitions" grant continues for the second year. This year we have arranged for 10 staff members to take a four-credit course through CLL. The course, "Transition Planning", will prepare teams in each district for implementing a comprehensive transition planning process. Profile completed this statewide project last year and Littleton will finish participating this year. Not only do we need to serve students, but we also want to serve them well. High school graduation is only a transition to further education, work or military service. Students with disabilities will be making these same transitions. The most successful training has occurred for teams who have developed specific questions as they address the needs of individual students. What is learned then enhances the team's ability to respond to new challenges. In-service training provided through special education is planned in conjunction with each District's effort to improve instruction. Real instructional improvement benefits all students.

Through a combination of grant and District funding, we are able to provide a school social worker forty (40) hours per week. The Districts provide a variety of other rehabilitative services to allow students with disabilities to participate in the educational programs offered by the school. These include Occupational Therapy, Physical Therapy, Speech Pathology services and Counseling. Since these are medically necessary services in some instances, Medicaid will reimburse the District for part of the cost. Each of the service providers accounts for all services provided so that the District can maximize the

reimbursement. In addition to providing direct therapy, each of these specialists is required to consult with teaching staff so that appropriate services will be provided between therapy sessions. Offering suggestions, finding materials, and demonstrating different instructional strategies is part of the service provided by these specialists. As teachers increase their knowledge and skills, all students in the class benefit.

The Districts of SAU #35 are serving three hundred seventy (370) students with disabilities. Three hundred forty (340) students attend their local public school. Of the remaining thirty (30) students, the courts placed twelve; seven have extremely complicated needs, three have a combination of learning disabilities and behavior challenges and eight are served in local preschools. Our schools are meeting the needs of the vast majority of students with disabilities.

Although my title is Director of Special Education, I believe my responsibility extends to all students. Good educational practice addresses the needs of all students. Effective use of the community's resources must benefit the whole school community. I look forward to continued service to the Districts of SAU #35.

Sincerely,

Kevin T. Eckerman  
Director of Special Education

## REPORT OF THE DIRECTOR OF CURRICULUM AND INSTRUCTION

Efforts to improve student achievement continued to be the focus of the Office of Curriculum and Instruction during 2002-03.

### The SAU 35 Collaborative Model for Curriculum Development

The goal of this on-going project is to improve the performance of all SAU 35 students by aligning the curriculum with national and state standards and implementing the curriculum with the use of research-proven instructional practices. Educational researchers (for example, *Marzano, Scheerens and Bosker, Sammons, Levine and Lezotte, and Edmonds*) rank an 'aligned and guaranteed curriculum' as the number one factor for improving student performance.

In SAU 35, the responsibility for aligning and developing curriculum rests with Action Teams in each curricular area. In addition, the teams research the best instructional practices in their content areas in order to further strengthen the quality of teaching and to provide optimum student-centered learning in all of our classrooms. The Curriculum Council oversees this multiple-year, on-going initiative and provides resources to support the work of the Action Teams.

During 2002-03, there were four teams; all composed of representatives from each SAU district and from elementary, middle and high school levels. Two of those Action Teams, Mathematics and Music, began their work in 2001-02. Health and Science Action Teams were organized at the beginning of the 2002-03 school year.

Through their highly professional collaboration, the Mathematics, Science, and Music Action Teams completed drafts of their curricula. *See membership lists below of those Action Teams that published initial drafts of their curriculum.* The Health Action Team made great strides by adopting a 'wellness' philosophy that will focus the health and physical education curricula work that will take place in the next two years.

The educators who serve on the Action Teams make a three-year professional commitment. This commitment involves significant time throughout the full calendar year beyond their classroom and other school-related responsibilities. Not only is this work to be lauded for its quality but also for the positive impact it will have on student performance in all SAU 35 districts. In that sense, the research of the teams and the collective skills, knowledge, and expertise of the Action Team members will ultimately benefit all students and other educators throughout the SAU in all content areas.

The Action Teams are teacher-led and staff driven. For that reason, it is important to recognize the leadership of the four teams. These professionals, all classroom teachers, provided organization, persistence, and strong leadership to the efforts of their Action Teams.

Health:	<b>Gordon Lemke</b> , Bethlehem
Mathematics:	<b>Dawn Pare</b> , Lafayette, and <b>Marie Snyder</b> , Profile
Music:	<b>Roxanne Bowker</b> , Littleton
Science:	<b>Paul Williams</b> , Profile

## Action Teams That Have Published First Drafts of Curriculum

### Mathematics Action Team

**Dawn Pare**, Lafayette, co-chair  
**Marie Snyder**, Profile, co-chair  
Stephanie Bryer, Littleton  
Danielle Cullen, Littleton  
Bev Frenkiewich, Lafayette  
Debra Joslin, Bethlehem  
Kim Knighton, Profile  
Gene Lehouillier, Littleton  
Sara McIver, Littleton  
Erica Michaelson, Littleton  
Sandra Roberts, Lisbon  
Rosie Shea, Bethlehem  
Greg Superchi, Lisbon  
Carol-Anne Finnegan, administrative liaison

### Science Action Team

**Paul Williams**, Profile, chair  
Laura Bromley, Lisbon  
Bill Church, Littleton  
George Cobb, Lisbon  
Priscilla Didio, Bethlehem  
Deb Kezerian, Littleton  
Corrine Knight, Profile  
Bill Mellekas, Lafayette  
Jan Perham, Littleton  
Erica Sieberg, Lafayette  
Michelle Williams, Lisbon  
Jan Wood, Bethlehem  
Rich Larcom, administrative liaison

### Music Action Team

**Roxanne Bowker**, Littleton, chair  
Ryan Byrne, Bethlehem/Lafayette  
Mike Didio, Littleton  
Kasey Grisham, Littleton  
Cheryl Lafond, Lisbon  
Michael Martins, Profile  
Jay Stuart, Littleton  
Jacqueline Verville, administrative liaison

## Other Activities to Improve Student Learning

In its third year, the **New Teacher Induction** continued in 2002-03. Working with over 20 new professionals to five of the six SAU 35 districts, several experienced teachers provided a series of three-day workshops prior to the opening of school and five after-school meetings to assist new educators. These workshop facilitators included: **Sue Garitta** and **Carol Johnson-Haywood** (Bethlehem); **Jean Bergin**, **Jennifer Carbonneau**, **Denise Lafitte**, **Roxanne Bowker**, and **Dick Alberini** (Littleton); and, **Kevin Eckerman** and **Jacqueline Verville** (SAU 35).

Three SAU 35 teachers began their commitment to **Project ACROSS**, a new state project that provides training and support to experienced teachers who volunteer to work with new educators to meet New Hampshire certification requirements. **Carol Johnson-Haywood** (Bethlehem), **Denise Lafitte** (Littleton), and **Jennifer Opalinski** (Profile) work with new educators in their districts or in other SAU districts.

Great strides were made in 2002-03 thanks to the listed educators, many other SAU 35 professionals, the school boards, and to the communities of SAU 35 for their continuing support of education. By focusing attention and resources in the areas of curriculum and instruction, student achievement will continue to improve. That should be the goal of all of us. It is also our greatest challenge.

Doug Sutherland  
Director of Curriculum and Instruction



## STUDENT ASSISTANCE PROGRAM REPORT

The Student Assistance Program had a year full of changes and progress in 2003. The most significant change has been in personnel. Rebecca Summers, the former Student Assistance Program Coordinator, moved on to become the Director of Curriculum in Barrington, NH. Although we are pleased on her behalf for this exciting new career opportunity, we will miss Rebecca's enthusiastic and sympathetic service which she provided to the students of SAU 35. It was her vision and enterprise, over her nine years as an SAU employee that enlarged the scope of S.A.P. services to every school in SAU 35. Today, through grant and local funding, and collaboration with Child and Family Services, Littleton High School and Daisy Bronson Middle School receive services from Cynthia McLaren, Profile School from Don Ruhlman, Lisbon Regional School from Dennis Daigle, and Lakeway, Bethlehem, Lafayette, and Landaff Elementary Schools from myself, Caroline Simon.

The services provided by the Student Assistance staff are wide-spread and varied. The administration and faculty at each school, and the unique needs and issues of each student body, determine what services are provided. However, at all levels, services consist of a combination of individual and group counseling, crisis intervention, drug and alcohol education, special events promoting Wellness and an Anti-Drug message, staff or family workshops, and facilitation and encouragement of positive social and academic involvement. Each S.A.P. provider brings their own special "flavor" to the programs they initiate and consummate. As always, we strive to ensure that the curricula and methods we use are research-based—that they have been proven to be effective.

Project R.E.A.C.H., the after-school program at Daisy Bronson, made possible by a grant written by Rebecca Summers, is now in its second year. Matthew Simon guided the program through its first year. In the 2003-2004 school year, Elaine Gabriel and Dave Coronato have taken on that responsibility and are doing an excellent job of providing enrichment activities and academic support. As grant funding for this program gradually decreases, the challenge of making Project R.E.A.C.H. self-sustainable becomes a necessity. With community and volunteer support, this program will be able to continue to provide a safe, fun, and enriching place for students to explore various hobbies, career paths, sports and recreational activities!

In summary, the purpose of the Student Assistance Program is to work with administration, faculty, parents, and students to address the particular needs of each school in regard to the prevention of substance abuse, aggression and violence, eating disorders, and other self-destructive behaviors. Moreover, we aim to nurture self-esteem, effective communication, empathy for others, problem solving and emotion management. We encourage students to seek healthy alternatives and to realize their full potential. In short, whatever the needs, the Student Assistance Program is ready and willing to lend a hand in order to ensure that each student in the SAU can learn, grow, and achieve in a supportive and safe environment. It is our privilege and pleasure to provide Student Assistance services within SAU 35!

Respectfully Submitted,  
Caroline Simon  
Student Assistance Program Coordinator



# LANDAFF SCHOOL DISTRICT

## STUDENT ENROLLMENT

### 2002-2003

<u>Kindergarten</u>	(2 students)
Abigail Bronson	
Lindey Heath	
<u>Grade 1</u>	(4 students)
Dylan Blowey	Kayla Fifield
Sydney Clement	Destiny Presley
<u>Grade 2</u>	(6 students)
Tristan Champagne	Maria Ianno
Kylie Chase	Audra Spaulding
Michael Heath	Jocelyn Stout
<u>Grade 3</u>	(4 students)
Amanda Basner	Jillian Fifield
Forrest Champagne	Samantha Tillotson
<u>Grade 4</u>	(4 students)
Dylan Chase	Courtney Heath
Jameson Clement	Angela Lemear
<u>Grade 5</u>	(4 students)
Matthew Cavicchio	Justin Miller
Brandon Chase	Clinton Ness
<u>Grade 6</u>	(5 students)
Christina Basnar	Joelee Stout
Spencer Cate	Katie Tillotson
Kyle Fifield	
<u>Grade 7</u>	(2 students)
Jake Blanchette	Jamie Blay
<u>Grade 8</u>	(1 student)
Ashley Fifield	
<u>Grade 9</u>	(1 student)
Joshua Stout	
<u>Grade 10</u>	(1 student)
Samantha Reynolds	
<u>Grade 11</u>	(4 students)
Paul Beaudin	Matthew Erb
Alaina Cate	Jeremy Reynolds
<u>Grade 12</u>	(4 students)
James Brown	Christopher Erb
Katie Burgess	Kristy Laleme

Note: Holly Lemear, Grade 3 attending Haverhill Coop

## **PUBLIC NOTICE**

### **REFERRAL OF CHILDREN WITH EDUCATIONAL DISABILITIES TO SCHOOL DISTRICTS IN SAU #35**

Public Law 94-142 provides for the free and appropriate public education of students with educational disabilities from ages 3 to 21 and the identification of all children with educational disabilities from birth to 21. Children in private schools, public schools or currently not enrolled in school are equally eligible for these services.

It is our intent to identify, evaluate and successfully educate all eligible children with disabilities in our districts. We encourage parents, neighbors, and agencies to refer to us any child whom you feel may have an educational disability. You may contact your local building principal or the S.A.U. #35 Superintendent, 65 Maple Street, Littleton, NH 03561 (603) 444-3925 to initiate the process.

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### **COMPLIANCE STATEMENT**

It is the policy of the Landaff School District not to discriminate on the basis of race, sex, color, religion, handicap or national origin in the educational programs and activities which it operates in accordance with Title VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972 and section 504 of the Rehabilitation Act of 1973. Any inquiries concerning these statutes should be directed to the Office of the Superintendent of Schools, School Administrative Unit #35, 65 Maple Street, Littleton, NH 03561, (603) 444-3925.

Sexual harassment of any employee or student by any other employee or student, or by anyone a student or employee may interact with in order to fulfill job or school responsibilities is not only illegal as a form of sex discrimination as defined by Title VII of the 1964 Civil Rights Act and Title IX of the Educational Amendments of 1972 but also is a violation of this School Administrative Unit's policy and will not be tolerated.

**LANDAFF SCHOOL DISTRICT  
SCHOOL CALENDAR  
2004-2005**

September 6, 2004  
Labor Day

September 7, 2004  
SCHOOL OPENS

October 8, 2004  
North Country Staff Development Day

October 11, 2004  
Columbus Day

November 11, 2004  
Veterans' Day

November 25-26, 2004  
Thanksgiving Recess

December 23-December 31, 2004

January 17, 2005  
Martin Luther King/Civil Rights Day

February 21-February 25, 2005  
Winter Recess

April 18-22, 2005  
Spring Recess

May 30, 2005  
Memorial Day

June 21, 2005  
SCHOOL CLOSES

**THIS CALENDAR IS SUBJECT TO CHANGE.**

